

Longview City Council Agenda August 10, 2006 – 7:00 p.m.

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.

- 01. CALL TO ORDER** Mayor Pro Tem Kurt Anagnostou
- 02. INVOCATION/FLAG SALUTE** Tad Kruse, Victory Center
- 03. ROLL CALL** Mayor Dennis Weber, Excused
- 04. APPROVAL OF MINUTES** – Regular Meeting of July 27, 2006
([LINK TO PAPERWORK](#))
- 05. CHANGES TO THE AGENDA**
- 06. PRESENTATIONS & AWARDS** - None
- 07. CONSTITUENTS COMMENTS** – (30 MINUTES)
- 08. PUBLIC HEARINGS**

A. ANX 2006-1, LITTLE ANNEXATION, 60% PETITION

Matthew Little has submitted a 60% petition to annex 4.76± acres into the City. RCW 35A.14.130 requires the City Council to hold a public hearing prior to approving an annexation request. The proposed annexation area is generally located near the southwest corner of the intersection of Oregon Way and Industrial Way.

The 60% petition is signed by Matthew Little who is the Managing Member for Bill & Pete LLC and Angel Industrial LLC. The two corporations own one lot within the proposed annexation area that is 3.1 acres in size. At the June 8, 2006 regular Council meeting, as part of their review of Notice of Intent to Commence Annexation, the Council decided to add a portion of one lot to the proposed annexation area. This lot is owned by BNSF Railway Company and it contains a railroad spur. The remainder of the BNSF lot is already within the city limits.

Staff received the Cowlitz County Assessor's certification and determination of sufficiency for petition for annexation on July 3, 2006.

At their August 2, 2006 regular meeting, the Planning Commission unanimously recommended that the subject property be zoned M-1 Manufacturing District upon annexation.

RECOMMENDED ACTION:

Motion to approve the annexation and the Planning Commission's recommendation as to zoning, and to direct the City Attorney to prepare an ordinance annexing the property into the city to be zoned as M-1 Manufacturing District, to be presented for passage upon approval by the Cowlitz County Boundary Review Board, and to direct the staff to forward the 60% Petition for Annexation to the Cowlitz County Boundary Review Board for its review.

([LINK TO PAPERWORK](#))

09. BOARD & COMMISSION RECOMMENDATIONS - None

10. ORDINANCES & RESOLUTIONS - None

11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS

12. CONSENT CALENDAR

A. APPROVAL OF CLAIMS

([LINK TO PAPERWORK](#))

B. LIABILITY CLAIMS

([LINK TO PAPERWORK](#))

C. CONTRACT COMPLETION: COLUMBIA THEATRE RIGGING

([LINK TO PAPERWORK](#))

D. STREET USE REQUESTS

1) S-06-19, 24TH AVENUE BLOCK PARTY

([LINK TO PAPERWORK](#))

2) S-06-18, ROSEWOOD STREET BLOCK PARTY

([LINK TO PAPERWORK](#))

13. LIQUOR LICENSE APPLICATIONS - None

14. CITY MANAGER'S REPORT

A. PINE STREET ANNEXATION, 10% PETITION

The owners of property representing greater than 10% of the assessed valuation of a proposed annexation area have requested annexation to the City of Longview. The proposed annexation property consists of 21 parcels totaling approximately 47± acres in size. The proposed annexation area basically involves properties that are west of the existing City Limits between Ohio Street and Pennsylvania Street and east of 48th Avenue. Please see the attached map.

The purpose of this meeting is to provide an opportunity for the City Council to meet with the property owners requesting annexation, and for the Council to determine whether or not it will:

1. Accept, reject, or geographically modify the proposed annexation; and/or
2. Require simultaneous adoption of a proposed zoning regulation; and/or
3. Require the assumption of any existing City indebtedness by the area to be annexed.

After conducting the meeting on this annexation proposal, the City Council may either accept the proposed annexation request subject to any or all of the requirements noted above, or the Council may modify or reject the annexation request.

The Longview Comprehensive Plan (1993) land use designation for these parcels is Low Density Residential.

Staff recommends that the Council accept the annexation request plus an additional five parcels located east of the southeast corner of the proposed annexation area (see attached map). This area includes the Ohio Street right-of-way located between the five parcels and the existing City limits.

RECOMMENDED ACTION:

Motion to accept the proposed annexation request as submitted with the addition of 5 parcels (including adjacent Ohio Street right-of-way); transmit the annexation request to the City Planning Commission for a recommendation on the zoning designation for the subject property, and direct staff to coordinate with the applicant in preparing the 60% petition to be circulated by the property owner(s).

[\(LINK TO PAPERWORK\)](#)

15. MISCELLANEOUS INFORMATION

A. BUSINESS LICENSES

[\(LINK TO PAPERWORK\)](#)

B. MINUTES, APPEAL BOARD OF ADJUSTMENT, 7/11/06

[\(LINK TO PAPERWORK\)](#)

C. MINUTES, DOWNTOWN ADVISORY COMMITTEE, 6/2/06

[\(LINK TO PAPERWORK\)](#)

D. MINUTES, PARK BOARD, 6/13/06

7/20/06

[\(LINK TO PAPERWORK\)](#)

[\(LINK TO PAPERWORK\)](#)

E. MINUTES, VISUAL ARTS COMMISSION, 6/21/06

7/6/06

[\(LINK TO PAPERWORK\)](#)

[\(LINK TO PAPERWORK\)](#)

F. MINUTES, GOLF ADVISORY BOARD, 4/26/06

7/19/06

[\(LINK TO PAPERWORK\)](#)

[\(LINK TO PAPERWORK\)](#)

16. ADJOURNMENT

NEXT COUNCIL MEETINGS:

THURSDAY, AUGUST 24, 2006 AT 7 P.M.

THURSDAY, SEPTEMBER 14, 2006 AT 7 P.M.

NEXT COUNCIL WORKSHOP:

THURSDAY, AUGUST 17, 2006 AT 7 P.M. – 2007-2008 PRELIMINARY BUDGET

TENTATIVE: THURSDAY, SEPTEMBER 7, 2006 AT 7 P.M. – JOINT MEETING WITH KELSEY CITY COUNCIL.

MINUTES OF THE REGULAR SESSION
OF THE LONGVIEW CITY COUNCIL
HELD THURSDAY, JULY 27, 2006

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Weber.

2. INVOCATION/FLAG SALUTE

Constituent Ken Spring was asked to lead the Pledge of Allegiance.

3. ROLL CALL

Present:

Mayor Dennis Weber
Councilman Kurt Anagnostou
Councilman Andy Busack
Councilman Don Jensen
Councilwoman Ramona Leber
Councilman Chet Makinster
Councilwoman Mary Jane Melink
City Manager Bob Gregory
City Attorney Marilyn Haan
Deputy City Clerk Maureen Abbott

City Staff Present

David Campbell, Assistant City Manager; Robbie Berg, Human Resources Director; John Brickey, Director of Community Development; Jeff Cameron, Public Works Director; Judy Jones, Information Technology Director; Kevin Taylor, Fire Battalion Chief; Alex Perez, Police Chief; Kurt Sacha, Finance Director; and Chris Skaugset, Library Director.

4. APPROVAL OF PREVIOUS MINUTES

On a motion duly made and passed, the reading of the minutes of the regular Council meeting held July 13, 2006, copies of which had been submitted to the Mayor and members of the City Council, was waived and the minutes were approved as if read.

5. CHANGES/REVISIONS TO THE AGENDA

Mayor Weber announced that a Street Use Permit request would be added to the agenda as item 14.F, under the City Manager's report.

6. PRESENTATIONS & AWARDS – None.

7. CONSTITUENTS' COMMENTS

A. Clean Up the Neighborhood.

Betty O'Connor, resident of 200 block of 27th Avenue, asked for Council help in getting this street's Block Watch program started again and for help in removing many of the extra vehicles parked on her street. She spoke at length regarding the number of vehicles several households park in their driveways, in their yards, and on the street; they are taking up all available parking

spots on the street. She alleged her neighbors were claiming the vehicles are collectible, but they are using the public streets to store them.

When the police are called, the vehicles are tagged for removal. The owners move them from one spot to another, then put a different vehicle in the spot, keeping the vehicle rotated often enough they cannot be towed.

She claimed she sees certain pieces of junk in a yard one day, and the next day it has been dumped in the alley. When she complains to Nuisance Abatement, she is told nothing can be done because no one actually witnessed the neighbors dumping the junk in the alley. She said she has taken pictures of this situation, both before and after. She stated the dumpsters fill up immediately after having been emptied, and alleged some of the neighbors are dumpster divers who bring lots of junk home to sort through, then fill up the dumpster with it.

Other problem neighbors are those who refuse to mow their lawns. One house is almost completely taken over by blackberry vines; she has heard there are transients sleeping under the vines, but apparently there is nothing the City can do to make the owner clean up the property.

The Mayor asked City Manager Bob Gregory if he had a response for Mrs. O'Connor. He recalled a recent workshop with Council where the problems with the large dumpsters were discussed. Staff plans to come to Council soon to ask for direction on how to deal with the solid waste disposal problems.

A Nuisance Abatement Team has been meeting and discussing ways to abate some of the problems Mrs. O'Connor mentioned: abandoned vehicles, untended yards, etc. This team is looking at ways to attack this problem and will be coming to Council during the budget process to ask for resources to tackle this problem. Mr. Gregory said "we are frustrated with it as much as the residents are."

Amber Collins, resident of 26th Avenue, reinforced what Mrs. O'Connor had stated. "Everything she says is very true. It's horrible." She said there are transients living in a garage nearby, there is traffic 24 hours a day, and garbage is strewn everywhere. Her eight children help pick up the garbage daily.

Shelly Reed, 2833 Fir Street, said she was before council to speak about the same type of problem. She furnished pictures to Council of the dumpster she uses taken twenty minutes after it was emptied; there was garbage all around. She alleged her neighbors will throw anything in the trash and constantly fill it up before she has an opportunity to dump any trash.

B. Liberty & Health.

L. S. Wagle, 1405 17th Avenue, spoke about Neptune, condoms, cervical cancer and warts, and lying preachers, etc.

C. Light on OBH at Lowe's.

Ken Spring, 1434 33rd Avenue, said he drives Ocean Beach Highway several times a day, and has noticed the light at Lowe's needs to be adjusted. It stops traffic on Ocean Beach for an

inordinate amount of time when there is no one waiting to enter or exit the parking lot. He asked that this be looked into.

Public Works Director Jeff Cameron reported this situation had been reported to the City, and, in fact, a crew had been out there today to adjust it. The malfunctioning sensor has been fixed.

8. PUBLIC HEARINGS – None.

9. BOARD & COMMISSION RECOMMENDATIONS – None.

10. ORDINANCES & RESOLUTIONS

A. Ordinance No. 2960, Amending Comprehensive Plan Map.

An Ordinance amending Chapter 19.03 of the Longview Municipal Code relating to the Comprehensive Plan for land use development of the City of Longview, by adding new sections thereto, to be designated as Sections 19.03.021.15 & 19.03.022.14, was introduced and read by title only.

Councilman Anagnostou took the opportunity to clarify his position on this issue; he objects to this action. The Planning Commission is an advisory board to Council and is the “front line on land-use decisions.” A representative from the Planning Commission spoke at the public hearing and told why the Commission had voted to deny the Comp Plan map change. The Planning Commission had felt the property was surrounded by predominantly single-family residential properties, so they did not think duplexes would be a good fit. The Commission reported that finding to Council. He had been opposed to holding the public hearing, and he was still opposed to approving this action. His decision was to support the decision made by the Planning Commission.

Councilwoman Leber moved adoption of the foregoing ordinance which motion was seconded by Councilman Makinster and on a vote duly held and recorded with 6 "Aye" votes by Mayor Weber and Councilmembers Busack, Jensen, Leber, Makinster and Melink, and one "Nay" vote by Councilman Anagnostou, the Mayor declared the ordinance adopted and passed, affixed his signature of approval thereon and the ordinance was assigned the No. 2960.

11. MAYOR'S AND COUNCILMEMBERS' REPORTS

A. Longview Housing Authority Resignation.

Mayor Weber asked Councilmembers to submit to him names of any persons who might be interested in serving on this board. The City will also be taking applications for volunteer positions in the usual manner. Councilman Jensen suggested Bill Hallanger; he will let him know about the open position.

B. Relay for Life.

The Mayor has been invited to participate in the American Cancer Society Relay for Life. He stated the City has a team participating this year, and the team is still seeking volunteers,

especially for walkers during the early morning shifts. Contact Heather Johnson in Human Resources, if interested.

C. NLC Municipal Achievement Award.

The City received a letter from the National League of Cities (NLC) complimenting the City on its Municipal Achievement Award. This letter invited the City to participate in the upcoming NLC Conference and present an exhibit on the Days of Discovery Lewis & Clark Living History event that won the award. City Manager Gregory said staff will investigate the details should Council wish to have a presence at that Conference.

Councilman Anagnostou said he would be attending this conference, and would be receiving his Bronze Certificate.

D. Briefs.

The Mayor advised he had had the opportunity of representing Council at the Cal Ripkin 12-year-old regional tournament. He was privileged to throw out the first pitch. He noted how great it is to host these tournaments as they bring families to town to stay in area hotels and eat at area restaurants.

The Kelso City Council has proposed a joint workshop to discuss common concerns and issues. After consulting their schedules, Council agreed the date of Thursday, September 7, would be acceptable. City Manager Gregory recommended establishing a back-up date: it appeared September 26 would be a viable alternate date.

Mayor Weber reported he and Councilwoman Melink had attended the exit conference with the Washington State Auditors. He advised their report was very clean. He commended Finance Director Kurt Sacha and his staff for their fine work.

Councilwoman Leber mentioned the Ethnic Support Council flyer that was sent around advertising their international dinner coming up on Saturday, August 19. This is one of their large fund raisers. She also had furnished the ESC with information about a naturalization ceremony held in the Centralia/Chehalis area on the Fourth of July. She said the Ethnic Support Council was excited with the prospect of putting on a formal, public, outdoor ceremony to celebrate newly naturalized citizens.

12. CONSENT CALENDAR

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

A. 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 July, 2006 A/P Claims \$1,333,838.35 (Check Nos. 265759 – 266108, inclusive)

First Half July, 2006 Payroll \$801,485.44 (\$147,509.28, Check Nos. 197007 – 194111, inclusive; direct deposits, \$370,257.57; and \$283,718.59, wire transfers)

B. Liability Claims

The claim(s) for damages listed below was/were received by the City and have been/are being researched and/or reviewed by Washington Cities Insurance Authority (WCIA) and claim status is as noted:

- 1) *Settled:* Joel Gestson, Property Damage - \$800.00

C. Street Use Requests

The following street use request(s) was/were approved subject to any stipulations specified during routine review by concerned departments:

- 1) S-06-16, Block Party, 100 Block of 16th Avenue, 8/1/06

D. Board & Commission Minutes

- 1) Planning Commission Minutes, July 5, 2006

13. LIQUOR LICENSE APPLICATIONS

A. Additional Privileges: Maletis.

This application from RM Beverage Washington, LLC, Robert A. Maletis, and Linda B. Maletis was a request for adding Wine Distribution to their current Beer Distributor license. Their business tradename is Maletis Beverage at 620 California Way. Background checks were performed and the police department voiced no concerns with either the applicants or the location.

No Council action was taken.

B. Assumption: Time Saver.

Washington Petroleum Group, Inc., Gurlal Brar, Hitpreet Kaur, Hindpeet Singh, and Raminder Singh applied for an assumption from Dennis McCrady dba Time Saver Mart at 1456 California Way for a Grocery Store – Beer/Wine license. Background checks were performed on the location and the parties involved. The police department expressed no concerns with any of these applicants or the location.

No Council action was taken.

C. New Application: Your Market Place.

Fine Foods, LLC, Linda Doerr and Thomas Doerr have requested a Liquor License from the Washington State Liquor Control Board for Grocery Store – Beer/Wine sales. The tradename for this grocery store will be Your Market Place located at 849 Commerce Ave. The police department voiced no concerns with either the applicants or the location.

No Council action was taken.

14. CITY MANAGER'S REPORTS

A. Bid Review: Ocean Beach Highway Utility Adjustment.

Bids were opened on July 11, 2006 for the Ocean Beach Highway Utility Adjustment Project. This project involves replacement, rehabilitation, and adjustment to the sanitary sewer manholes, stormwater manholes and water valve boxes located on Ocean Beach Highway. This work extends the full length of Ocean Beach Highway from Washington Way to Coal Creek Road and needs to be completed prior to WSDOT's asphalt overlay project on Ocean Beach Highway scheduled for next spring and summer.

Bids were received from one contractor as follows:

Landis & Landis Construction, LLC, Marylhurst, OR	\$561,246.24
Engineer's Estimate	\$521,465.30

The bid submitted by Landis & Landis Construction, LLC was regular and responsive, and the firm is licensed to perform this work.

City Manager Gregory reported this project will be funded 100% through the Sewer Construction Fund, Water Construction Fund and Stormwater Construction Fund. Mr. Gregory recommended Council award the bid to Landis & Landis Construction, LLC, for its low bid of \$561,246.24.

On a motion made by Councilman Anagnostou, seconded by Councilman Busack, and unanimously passed with 7 "Aye" votes by Mayor Weber and Councilmembers Anagnostou, Busack, Jensen, Leber, Makinster, and Melink, the City Manager's recommendation was accepted and approved.

B. Mint Farm Mitigation Pond Bid Rejection.

City Manager Gregory recalled Council had previously awarded this contract to IMCO General Construction contingent upon Weyerhaeuser's acceptance of the bid. This mitigation wetlands work in Phase 2 of the Mint Farm is necessary in order to develop the property and is entirely the responsibility of Weyerhaeuser Real Estate Development Company (WREDCO). By written agreement, the City agreed to design and construct the wetlands, provided WREDCO reimbursed the City for 100% of the project costs. Under the agreement, WREDCO approval of award of the construction contract is required before WREDCO becomes obligated to reimburse the City for the cost of the contract.

City Manager Gregory recalled the lowest responsible bid was \$1.5-million over the engineer's estimate. (The lowest bidder, Parsons RCI, Inc., had requested its bid be withdrawn after discovery of a major calculation error.) After reviewing the IMCO bid carefully, WREDCO determined it could not accept this bid. WREDCO decided to take the project back and construct it privately under its own contracting services.

To finalize this bidding process, City Manager Gregory recommended Council formally reject all bids for the Mint Farm Phase 2, Mitigation Pond and Site Grading Improvements Project.

Councilman Anagnostou questioned the legality of rejecting all bids. City Attorney Marilyn Haan advised that Council had approved IMCO's bid subject to and conditioned upon WREDCO's acceptance of the bid. Since WREDCO is rejecting the bid because it is significantly higher than estimated, Council may likewise reject the bid.

On a motion made by Councilman Makinster, seconded by Councilwoman Melink, and unanimously passed with 7 "Aye" votes by Mayor Weber and Councilmembers Anagnostou, Busack, Jensen, Leber, Makinster, and Melink, the City Manager's recommendation was accepted and approved.

C. Shorelines Management Permit: Swanson Bark Rail Spur.

When City Manager Gregory announced this item, Councilman Chet Makinster recused himself from the room since he is employed by the applicant, Swanson Bark & Wood Products, Inc.

Director of Community Development John Brickey described the proposed project which is for connecting a new railroad spur to an existing rail spur north of Tennant Way frontage road, and running the new rail spur along the Cowlitz River levee next to Lakeside Industries at the 500 block of Tennant Way, and continuing to Swanson Bark & Wood Products, Inc., which is located at 240 Tennant Way, or at approximately River Mile 1.8 of the Cowlitz River. Mr. Brickey listed the property owners affected by this permit as Swanson Bark & Wood Products, Inc., Lakeside Industries, and Shakemill Park, LLC.

The property is located in the M-2 Manufacturing District, which is a heavy industrial Comprehensive Plan designation. Adjacent zoning is also M-2 Manufacturing District. Current adjacent uses are industrial, vacant land, city park, state route (Tennant Way), and the Cowlitz River.

A Shoreline Management Substantial Development/Conditional Use Permit has been requested by Brian Perleberg, Northern Resource Consulting, Inc., to perform the above noted work. The project will also include the installation of 1,040 cu. yds. of fill along the base of the dike, and a 28' wide year-round driveable road for access and ongoing dike/levee maintenance or emergency repair activities.

The applicant filed a Joint Aquatic Resource Permit Application (JARPA) with the City. The JARPA comment period concluded on July 11, 2006. No comments on the JARPA application were received. The City issued a threshold determination of DNS (Determination of Non-Significance) on this application on June 23, 2006 with a 14-day comment period.

According to the terms of the JARPA, there are numerous other permits that must be obtained prior to this construction: (1) Section 10 permit from the US Army Corps of Engineers; (2) hydraulic permit from Washington State Department of Fish & Wildlife; (3) 401 Water Quality Certification from Washington State Department of Ecology; (4) Levee permit from the consolidated Diking District No. 1; and (5) DNR Aquatic Use Authorization from Washington State Department of Natural Resources.

Staff has determined that the project proposal is consistent with the goals, objectives, policies and regulations of the Shorelines Management Master Program. Mr. Brickey described in detail the public notice that was given of this undertaking

Mr. Brickey listed additional conditions that will apply to development under this permit: (1) Applicant must follow all construction and operation regulations as listed within the County Shoreline Master Program dated 1977, and a copy of these regulations must be posted at the site during the construction period; (2) applicant must contact the Consolidated Diking District No. 1 prior to beginning any work on any portion of the levee; (3) the appropriate permits must be obtained (as noted above); (4) linear access for the public along the Cowlitz River within Longview shall be provided to the benefit of statewide interest. A corridor extending the entire length of the property shall be protected with a covenant granting easement for a public access along the shoreline in perpetuity. Developers, their successors and assigns, agree to grant a pedestrian and non-motorized vehicle easement to the City over the top of the dike/and or riverward of the dike for purposes of the public access for a future riverside trail system.

On an overhead, Mr. Brickey indicated where the railspur would begin and where it would end just before Gerhart Gardens Park. He also showed slides of the 1993 Comp Plan potential trail, bicycle and pedestrian path.

Discussion turned to the precise location of the black walnut tree that survives at the site of the Monticello Convention, and how this might be affected by this new rail spur. Mr. Brickey allowed he was not sure of the distance, but he had received assurance that it would be far enough away not to affect the viability of the tree.

Councilwoman Melink inquired about the comments received from the Cowlitz-Wahkiakum Council of Governments and the Department of Ecology; they had not been included in the agenda materials. Mr. Brickey said he had been looking for them earlier and could not find them, but he was assured their comments had been addressed in the conditions.

Access to the black walnut tree was discussed. Mr. Brickey advised that currently a person would have to walk over railroad tracks to access the tree from Tennant Way frontage road. If this spur is constructed, that would make another track that would have to be crossed. When the riverside trail system is ultimately constructed, access to the black walnut tree could be made from the Cowlitz River trails without crossing any railroad tracks.

Councilman Busack expressed concern about attracting public interest in the tree and then having the citizens cross two railroad spurs in order to gain access to the site. Mr. Brickey advised these tracks receive little use and ordinarily that traffic is very late at night or early in the morning.

Councilman Anagnostou expressed it did seem like Council's decisions continue to make it more and more difficult to access the Cowlitz River. He asked about the status of the proposed trail system.

Mr. Brickey mentioned the slide shown earlier of the 1993 Comp Plan that showed the general vicinity of a trail system. A specific design has not been completed. He related that other recent

Shorelines Management Permits have been written with the condition the applicant grants the City whatever access is determined to be needed in order to develop that trail system in the future.

Bill Kasch, Nichols Blvd. resident, spoke on behalf of property owner Leona Fowler Kallwick, who owns the property where the black walnut tree is located. He felt she should have been consulted regarding this rail spur, since he believes it will land lock her property.

Mr. Brickey stated in order to access her property now she would need to cross the existing railroad spur. He was unaware whether permanent access had ever been granted in the past.

City Manager Gregory spoke about what permissions would have to be obtained to gain access to the property. This piece of property would be difficult to get any access to. Mr. Brickey agreed access to this parcel would be difficult even without the construction of the additional spur.

Mr. Kasch pronounced that Mrs. Fowler has protected the tree by refraining from development in the area. He pronounced it "possibly the oldest tree of historical significance in the State of Washington." The tree has been listed on Longview's Historic Register.

A ceremony is scheduled for September 30 when a historic marker will be placed identifying the site as the location of the Monticello Convention. Mayor Weber is scheduled to be the Master of Ceremonies. Lakeside Industries has granted permission to the celebrants to park on Lakeside property. Mr. Kasch was concerned about access to the tree if this spur was under construction at the same time as the celebration, and he also was concerned about what Mrs. Fowler might think when she sees it.

Councilman Jensen noted if a plaque is being placed on the tree, one could assume visitors will attempt to access the site, so some kind of easement or walking access should be provided over the railroad tracks. Several other councilmembers expressed the same sentiment.

Mr. Kasch advised while Mrs. Fowler had granted him permission to list the site on the historic register and to install a marker indicating its significance, she really didn't want people trespassing on her property because of liability issues. Lakeside Industries has surrounded the tree with barbed wire to protect it.

Mr. Brickey returned to an overhead and pointed out the rail spur does not cross Mrs. Fowler's property at all. Councilman Busack observed a person could park at the end of Tennant Way frontage road and access the dike without crossing any tracks. Various ways of gaining access to a future path system were discussed.

Director of Public Works Jeff Cameron advised the frontage road and right-of-way stops at the sewer lift station and the entrance to Lakeside Industries. If access to either the dike or the tree is desired, permissions would have to be obtained from Lakeside Industries, Burlington Northern, Department of Transportation right-of-way and/or Mrs. Fowler. He advised there are currently no access rights to the dike in this area.

City Manager Gregory observed that the Consolidated Diking District No. 1 in most cases has easement access for their dikes; they do not own most of the land on which their dikes sit. Nor could the City utilize the easements of CDID to access and develop a path system. The City would have to acquire its own easements or rights-of-way in order to develop this riverside trail system. The City has not yet acquired much in the way of rights-of-way on the Cowlitz, nor has any funding been allocated toward acquisition of rights-of-way; they are being accumulated as the opportunities come up. Mr. Gregory recalled the other recent Shorelines Management Permits for the Waste Control, Bond and Beal projects have all contained the condition that the applicant must grant public access in the future.

Mayor Weber observed that the discussion was a little off track: access to the property is not a part of this permit process and therefore not before Council. He did not believe council had any legal standing to require this.

City Attorney Marilyn Haan agreed Council could not make a condition of this permit to require access to another person's property.

On a motion made by Councilman Jensen, seconded by Councilwoman Leber, and unanimously passed with 6 "Aye" votes by Mayor Weber and Councilmembers Anagnostou, Busack, Jensen, Leber, and Melink, the City Manager's recommendation was accepted and approved. Councilman Makinster was not present for the discussion or vote.

D. Appoint/Reappoint Members of Lodging Tax Advisory Board.

City Manager Gregory recapped that Washington state laws require all cities to create a special "Lodging Tax Advisory Committee" (LTAC) consisting of five members appointed by Council for one-year terms; two from contributing sources, two from receiving entities, and one council member who chairs this committee. The LTAC is required to review anything relating to the tourism tax before the City Council takes action. It is necessary for this committee to meet and review the requests for funding from the tourism fund prior to adoption of the budget.

Councilman Don Jensen has again been selected to chair the LTAC, and under his direction staff contacted the 2004 LTAC members to confirm their interest in serving on the committee. Dan Mankin, Columbia Theatre for the Performing Arts; Richard MacMaster, Hudson Manor Inn; and Pam Fierst, Ramada Inn; all indicated a willingness to continue as members of the LTAC. In addition, staff received confirmation from Rick Winsman, Kelso-Longview Chamber of Commerce, of his interest in serving as a new member on the Board.

City Manager Gregory recommended the City Council reappoint Dan Mankin, Richard MacMaster, and Pam Fierst, and appoint Rick Winsman to the Lodging Tax Advisory Board through the end of 2006.

On a motion made by Councilwoman Leber, seconded by Councilman Anagnostou, and unanimously passed with 7 "Aye" votes by Mayor Weber and Councilmembers Anagnostou, Busack, Jensen, Leber, Makinster, and Melink, the City Manager's recommendation was accepted and approved.

E. Downtown Business Plan/Agreement for “Business Builder” Services.

At City Manager Gregory’s request, Assistant City Manager David Campbell introduced this item. Mr. Campbell advised tonight’s presentation by the Downtowners and the request for funding assistance to help pay for the services of a “business builder” were discussed at last week’s Council workshop. Following that workshop, staff received directions to draft a written agreement for “business builder” services for council review (1) that anticipates and emphasizes the city’s expectation that the Longview Downtowners will become a separate, stand-alone organization; (2) that provides for regular reporting of measurable activities and accomplishments; (3) that provides for the use of city property and rights-of-way for a Saturday Market, with utility services and other extraordinary costs to be reimbursed to the city; and (4) that provides an option for some or all of the city’s financial contribution to be set up in the form of a loan.

Longview Downtowners President Wendy Kosloski spoke enthusiastically about the opportunity the Downtowners are presenting to the City – to invest in a “defined economic development strategy” and an “economic development project, a public Saturday market, that will provide a vehicle for sustainable income as well as momentum for business building activities.” To make the presentation, she introduced Hank Sowerwine, Vice President of the Downtowners, and the Downtowners’ choice to fill the business builder position.

Mr. Sowerwine gave a lengthy and compelling presentation regarding the importance of Downtown to the community, its health as reflective of the community as a whole, and its role as the historic and cultural core of the community. He thanked the many volunteers who have donated their time in order to work toward developing an action plan for economic development and revitalization of Downtown Longview. He cited the nine other successful Main Street redevelopment programs the Downtowners had studied in order to compile their strategy.

The Downtowners’ request is for the City of Longview to invest in its redevelopment opportunity by helping to fund the first year’s budget. The sum of \$51,000 is requested from the City in order to make up the balance of the projected \$89,000 budget. Mr. Sowerwine was confident the Market would be successful and the Downtowners would become self-funded in the second year of operation. He stated he believed “we have a well thought-out, realistic and flexible economic development strategy, and the talent to make it happen.”

Mr. Sowerwine pointed out that in recent years the property values of Downtown properties have increased dramatically; this reduces the property tax burden on residential properties. Conversely, when Downtown property values are depressed, the residential properties pick up an increased tax burden.

The Saturday Market is anticipated to be successful enough to take the place of a BIA as a funding mechanism for the Business Builder position. He felt Longview’s Saturday Market has the potential of becoming one of the best strategically placed markets in the northwest due to its location, amount of traffic traveling nearby, plenty of available parking, etc.

In order to put together a successful Saturday Market, vendors must be solicited now so they can make their plans for next year. There will be no conflicts with the current Farmers Market vendors; they have been invited to join in, and they will ultimately show up where they can make the best return.

Mr. John Chilson, representing the Longview Public Service Group, spoke regarding the LPSG's non-profit, charitable organization status, and the position of the Downtowners as a subgroup of that umbrella organization. The LPSG's stated goal is for the purpose of historic preservation; they have expended approximately \$600,000 toward that purpose since their incorporation in 1997. Mr. Chilson acknowledged the IRS is very interested in making sure all funds are accounted for, where they came from and where they went.

Mr. Chilson felt the Saturday Market might be the program that generates sufficient income to encourage the Downtowners to separate and form their own stand-alone group. The Downtowners initially came together with the LPSG because of a mutual concern for the historic restoration of projects like the steam whistle, the pedestal clock, building facades, the Shay locomotive, etc.

Councilman Anagnostou clarified that, at present, the proposal is for the City to fund its portion of the Business Building position by paying through the LPSG. Mr. Chilson agreed it was a starting point. As things develop, he will keep an eye on the funds since the LPSG's charitable tax status is very important for him to maintain. A stand-alone Market organization would be needed once the venture is income-producing.

Councilman Anagnostou pointed he was trying to pin down what group would be hiring the Business Builder and running the Downtown efforts. The Council would like to see the Downtowners be a separate group to make the funding stream cleaner.

Mr. Sowerwine resumed speaking, and told about the many tasks to be taken on by the Business Builder, and the many benefits that will occur once the Saturday Market becomes a reality and the new "entrepreneurial growth/jobs/investors/developers/businesses" that will be positively affected by increased vitality. Some results will be measurable, while others will be more intangible.

Mr. Sowerwine completed his presentation by presenting an analogy comparing the local economy to an ecosystem. He stated "experience teaches us that it's the public markets" that keep money in the local economy.

Longview resident and member of the Downtown Advisory Committee Ken Spring spoke in favor of the funding request. Director of the Kelso-Longview Chamber of Commerce Rick Winsman also voiced his support for this revitalization project.

After concluding his presentation, Mr. Sowerwine clarified the footprint area of the Market for Councilwoman Melink. Precise details have not yet been worked out; the City will work with the Business Builder to provide necessary services to the vendors.

Prior to making a motion, Councilman Makinster asked whether it would be appropriate to ask for a City presence, an ex officio position, on the oversight board for the organization ultimately in charge of the Business Builder position. City Manager Gregory agreed this could be an item of discussion when the terms of the agreement with the Downtowners are negotiated.

Councilman Makinster moved to approve the City Manager's request, subject to staff's conditions. This motion was seconded by Councilman Anagnostou, and, upon a vote duly held, unanimously approved.

F. Street Use Request No. S-06-17, Business After Hours/Kelso-Longview Chamber of Commerce.

City Manager Gregory apologized for the late submittal of this item, but it had just been presented for staff's approval and the event is scheduled for August 15, 2006. The request has been made by the Chicago Title Company for a street closure on Vandercook Way from Chicago Title to the Bank of America at 1515 Commerce. This event is part of the Kelso-Longview Chamber of Commerce's Business After Hours program. Hours will be 2:00 p.m. to 7:00 p.m. The appropriate City departments have reviewed the request and expressed no concerns with this closure.

Mr. Gregory recommended Council approve the Street Use Request.

Councilwoman Leber inquired about the service of alcohol at this event: would it be outside or inside, away from public view? Mr. Winsman was unsure whether alcohol would be served, but he observed if it were, it would be subject to special permit rules from the WSLCB and the Chamber organization would abide by those regulations. Given Ms. Leber's expressed concern, Mr. Winsman gave his word that all alcohol consumption would be done inside the premises, out of the public view.

Councilman Jensen moved approval, which motion was seconded by Councilman Busack, and, upon a vote duly held, the City Manager's recommendation was unanimously approved.

15. MISCELLANEOUS INFORMATION ONLY

Meeting Reminders

Regular Council Meeting – 7:00 p.m., Thursday, August 10, 2006

Regular Council Meeting – 7:00 p.m., Thursday, August 24, 2006

Workshop: 7:00 p.m., Thursday, August 17, 2006: 2007-2008 Preliminary Budget

16. ADJOURNMENT

There being no further business to come before the Council at its regular session, the meeting was adjourned at 9:10 p.m.

THE CITY OF LONGVIEW

Ann Davis, City Clerk

APPROVED: _____
Mayor

AGENDA SUMMARY SHEET

Business of the City Council City of Longview, Washington

SUBJECT TITLE:

Public hearing for ANX 2006-1 an annexation request from Matthew Little, Managing Member for Bill & Pete LLC and Angel Industrial LLC

Agenda Item: 8A

Dept. of Origin: Community Development

EXHIBITS:

1. Exhibit A and B of 60% Annexation Petition
(Sent separately as an Excel labeled 8A and PDF labeled 8B - Little _ANX 2006-1)
2. Staff report for Planning Commission

For Agenda of: August 10, 2006

Clearances:

Originator: John Brickey, Director

COUNCIL GOAL ADDRESSED:

Growth Management – Annexation

City Atty Review Necessary? No

Date/Initials of City Attorney: _____

PRESENTED BY:

Robert J. Gregory, City Manager

Asst. City Manager: _____

SUMMARY STATEMENT:

Matthew Little has submitted a 60% petition to annex 4.76± acres into the City. RCW 35A.14.130 requires the City Council to hold a public hearing prior to approving an annexation request. The proposed annexation area is generally located near the southwest corner of the intersection of Oregon Way and Industrial Way.

The 60% petition is signed by Matthew Little who is the Managing Member for Bill & Pete LLC and Angel Industrial LLC. The two corporations own one lot within the proposed annexation area that is 3.1 acres in size. At the June 8, 2006 regular Council meeting, as part of their review of Notice of Intent to Commence Annexation, the Council decided to add a portion of one lot to the proposed annexation area. This lot is owned by BNSF Railway Company and it contains a railroad spur. The remainder of the BNSF lot is already within the city limits.

Staff received the Cowlitz County Assessor's certification and determination of sufficiency for petition for annexation on July 3, 2006.

At their August 2, 2006 regular meeting, the Planning Commission unanimously recommended that the subject property be zoned M-1 Manufacturing District upon annexation.

RECOMMENDED ACTION:

Motion to approve the annexation and the Planning Commission's recommendation as to zoning, and to direct the City Attorney to prepare an ordinance annexing the property into the city to be zoned as M-1 Manufacturing District, to be presented for passage upon approval by the Cowlitz County Boundary Review Board, and to direct the staff to forward the 60% Petition for Annexation to the Cowlitz County Boundary Review Board for its review.



STAFF REPORT AND RECOMMENDATION TO THE PLANNING COMMISSION

TO: Longview Planning Commission

PREPARED BY: Steve Langdon, Principal Planner, Community Development Department.

PRESENTED BY: Same as above

MEETING DATE: **August 2, 2006**

APPLICATION NO.: ANX 2006-1

RELATED CASES: None

APPLICANT: Matthew Little, Managing Member for Bill & Pete LLC and Angel Industrial LLC.

REQUEST: Request to determine proper zoning designation for one parcel and a portion of another parcel totaling 4.76± acre that has been petitioned to be annexed into the City of Longview.

BACKGROUND AND PROPOSAL

Mr. Matthew Little, managing member for both Bill & Pete LLC and Angel Industrial LLC, submitted an annexation petition for one parcel and a portion of another parcel totaling approximately 4.76± acres on June 26, 2006. The two corporations own the full parcel which is approximately 3.1 acres in size. The partial parcel is owned by BNSF Railway Company and was added to the annexation area by the City Council at their June 8, 2006 regular meeting. The parcels are located generally near the southwest corner of the intersection of Oregon Way and Industrial Way.

The two corporations own 5 warehouse buildings. Currently three of those buildings are only partially within City limits. They would like all of their property to be within City jurisdiction.

Staff received the Cowlitz County Assessor's certification and determination of sufficiency for petition for annexation on July 3, 2006.

At their July 13 regular meeting, the City Council passed a motion to set a public hearing for their August 10 regular meeting to consider the Little annexation request and they directed the Planning Commission to recommend an appropriate zoning designation for the proposed annexation area.

The properties are located within the SW¼ of Section 4 and the SE¼ of Section 5, Township 7 North, Range 2 West, Willamette Meridian.

Comprehensive Plan

The Longview Comprehensive Plan (1993) classifies the parcel owned by the two corporations as Light Industrial. The BNSF Railroad Company's property is classified as Heavy Industrial. The portion of the two corporation's property that is already within City limits is classified as Light Industrial. The properties to the north, west and east are classified as Light Industrial. The properties to the south are classified as Heavy Industrial.

Zoning

The Cowlitz County zoning designation for the subject property is Heavy Manufacturing. The areas that are owned by BNSF and the two corporations and are already within City Limits are zoned M-1 Manufacturing District. Properties adjacent or near to the subject properties are zoned either M-1 Manufacturing District or Redevelopment Project District.

Existing Uses

The existing uses on the properties owned by the two corporations are warehousing and light manufacturing. The property owned by BNSF Railway Company contains a rail spur. Neighboring properties contain warehousing or light manufacturing uses. There are some retail land uses located across Industrial Way from the subject properties.

Availability of Utilities

Sanitary sewer, water and fire protection are available or can be extended to provide service to the subject property. Any future development of the property will require compliance with the City of Longview Storm Water regulations for retention/detention and water quality and appropriate NPDES permits will need to be obtained to discharge stormwater runoff.

S.E.P.A Determination

N/A

Critical Areas

Geologic Hazards:	No mapping indicators
Shoreline Designation:	NA
Floodplains:	No mapping indicators
Frequently Flooded Areas:	No mapping indicators
Wetlands:	No mapping indicators
Steep Slopes:	No mapping indicators
Unstable Soils:	No mapping indicators
Soils Description:	Caples silty clay loam and some Newberg fine sandy loam
Gradient of Soils on-site:	0-3%

Citizen Correspondence

As of this writing, no citizen correspondence has been received.

COMPREHENSIVE PLAN INTENT STATEMENT

The relevant Comprehensive Plan Map intent statements are given below.

Light Industrial: The light industrial classification recognizes areas for such uses as light manufacturing and fabrication; warehousing and storage; wholesale distribution; product processing and packaging; construction and contracting operations; heavy equipment and truck sales, service, and repair; feed and seed stores; building material wholesale and retail sales; laboratory and research operations; veterinary offices and clinics requiring outside animal runs; and offices and institutions serving industrial workers. The overall intent is to provide for light industrial activity free from potentially incompatible activity, for services and supplies needed by industry and its workers, and for heavy commercial or land consumptive activity.

Heavy Industrial: This classification recognizes areas currently used or suitable for heavy industry because of good vehicular access, rail access, waterfront access, or proximity to existing heavy industry. Uses generally should be limited to manufacturing and fabrication, warehousing and storage, wholesale distribution, product processing and packaging, and shipping.

STAFF DISCUSSION

Both BNSF and the two corporations have land that is adjacent to the proposed annexation area and is already within City limits. These adjacent lands are zoned M-1 Manufacturing District. Thus, it is sensible to zone the remainder of their properties with the same zoning designation.

STAFF FINDINGS

Staff has examined the request to recommend the proper zoning designation for the subject property, and has made the following findings:

1. The staff proposed zoning designation of M-1 Manufacturing District is consistent with the existing Light and Heavy Manufacturing Comprehensive Plan classifications.
2. The proposed M-1 Manufacturing District is consistent with the existing land uses currently on the subject properties and on the neighboring properties.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend to the City Council a zoning designation of M-1 Manufacturing District for Annexation petition number ANX 2006-1.

EXHIBITS

- A. 60% petition to annex property

Date of Report: July 12, 2006

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:

Voucher (warrant) totals for 1st Claims of August 2006: Total \$897,528.78

Pay Period: Second Period July, 2006

Payroll warrant numbers 194112 through 194239	Total \$223,858.09
Payroll direct deposits	Total \$348,030.01
Payroll wire transfers	Total \$540,675.68
Total Payroll Amt	\$1,112,563.78

Pay Period: August

Debt service payments electronically wired for August 2006: None

CLAIMS ACTIVITY

New Claims

Claimant	Incident Date	Incident Description	Amount Claimed
1. Matthew Hotchkiss	7/29/06	Claimant alleges property damage as a result of a tree limb falling on top of parked vehicle.	\$1,886.83
2. Judith Trinneer	2/28/06	Claimant alleges property damage as a result of a Water/Sewer vehicle backing into her fence in alley.	\$757.40

Settled Claims

Claimant	Incident Date	Incident Description	Amount Paid
3. Faith Reynolds	3/17/06	Claimant alleged she incurred out-of-pocket expenses to clear sewer lines when problem was in City line.	\$823.86

Denied Claims

Claimant	Incident Date	Incident Description	Amount Claimed
4. Beth Gunn	6/2/06	Claimant alleged property damage as a result of a tree limb falling on top of parked vehicle.	\$250.00



Memorandum

August 10, 2006

CERTIFICATION **Project Completion**

To: Mr. Robert J. Gregory, City Manager

From: Craig Bozarth, City Engineer

Reviewed By: Jeff Cameron, Director of Public Works

Subject: **Columbia Theatre Grid & Rigging Replacement**
Contract #05-0533-E

This is to certify that the Columbia Theatre Grid & Rigging Replacement project has been completed in accordance with the plans and specifications under Contract No. 05-0533-E, entered into between the City of Longview and Stagecraft Industries, Inc. and the same is hereby accepted and approved.

DATED this 10th Day of August, 2006.



Memorandum

August 10, 2006

TO: Mr. Robert J. Gregory, City Manager

FROM: Craig M. Bozarth, City Engineer

REVIEWED BY: Jeff Cameron, Public Works Director

SUBJECT: Street Use Request No. S-06-19
24th Avenue Block Party

The Engineering Division has received a street use request to close the 1600 and 1700 blocks of 24th Avenue, between Maple Street and Kessler Boulevard for a block party. This request is sponsored by Amy Pang. The event is scheduled for Sunday, August 27, 2006 from 2:00 p.m. to 9:00 p.m.

The request has been reviewed by the various City Departments and no concerns were expressed. We recommend approval of this request.



Memorandum

August 10, 2006

TO: Mr. Robert J. Gregory, City Manager

FROM: Craig M. Bozarth, City Engineer

REVIEWED BY: Jeff Cameron, Public Works Director

SUBJECT: Street Use Request No. S-06-18
Rosewood St. Block Party

The Engineering Division has received a street use request to close the 3700 block of Rosewood Street for a block party. This request is sponsored by the Rosewood Neighborhood. The event is scheduled for Sunday, September 3, 2006 from 10:00 a.m. to 8:00 p.m.

The request has been reviewed by the various City Departments and no concerns were expressed. We recommend approval of this request.

AGENDA SUMMARY SHEET

Business of the City Council City of Longview, Washington

SUBJECT TITLE:

Annexation No. ANX 2006-2 West Pine II
Notice of Intent to Commence Annexation
proceedings (10% Notice Certification).
Gloria Marthaller
West Pine area

Agenda Item: _____ 14A _____

Dept. of Origin: _____ Community Development _____

For Agenda of: _____ August 10, 2006 _____

EXHIBITS:

1. Staff Report to City Council
2. Annexation and Vicinity Maps (Exhibit A)
3. Property Valuation Listing (Exhibit B)

Clearances:

Originator: _____ John Brickey, Director _____

City Atty Review Necessary? _____ No _____

COUNCIL GOAL ADDRESSED:

Growth Management – Annexation

Date/Initials of City Attorney: _____

Asst. City Manager: _____

PRESENTED BY:

Robert J. Gregory, City Manager

SUMMARY STATEMENT:

The owners of property representing greater than 10% of the assessed valuation of a proposed annexation area have requested annexation to the City of Longview. The proposed annexation property consists of 21 parcels totaling approximately 47± acres in size. The proposed annexation area basically involves properties that are west of the existing City Limits between Ohio Street and Pennsylvania Street and east of 48th Avenue. Please see the attached map.

The purpose of this meeting is to provide an opportunity for the City Council to meet with the property owners requesting annexation, and for the Council to determine whether or not it will:

1. Accept, reject, or geographically modify the proposed annexation; and/or
2. Require simultaneous adoption of a proposed zoning regulation; and/or
3. Require the assumption of any existing City indebtedness by the area to be annexed.

After conducting the meeting on this annexation proposal, the City Council may either accept the proposed annexation request subject to any or all of the requirements noted above, or the Council may modify or reject the annexation request.

The Longview Comprehensive Plan (1993) land use designation for these parcels is Low Density Residential.

Staff recommends that the Council accept the annexation request plus an additional five parcels located east of the southeast corner of the proposed annexation area (see attached map). This area includes the Ohio Street Right-of-Way located between the five parcels and the existing City limits.

RECOMMENDED ACTION:

Motion to accept the proposed annexation request as submitted with the addition of 5 parcels (including adjacent Ohio Street right-of-way); transmit the annexation request to the City Planning Commission for a recommendation on the zoning designation for the subject property, and direct staff to coordinate with the applicant in preparing the 60% petition to be circulated by the property owner(s).

**STAFF REPORT AND RECOMMENDATION
TO THE LONGVIEW CITY COUNCIL**

PRESENTED BY: John Brickey, Director of Community Development

PROJECT NAME: Notice of Intention to Commence Annexation Proceedings

CASE NO.: ANX 2006-2

MEETING DATE: August 10, 2006

PROPOSAL: Notice of Intention to Commence Annexation Proceedings of certain real property to the City of Longview.

LOCATION: 47± acres located generally west of the western City limits, between Ohio and Pennsylvania Streets and east of 48th Avenue. See Exhibit A

PARCEL NUMBERS: See Exhibits A & B

APPLICANTS: Gloria Marthaller and others (See Exhibit B)

CONTACT: Gloria Marthaller

PROPERTY OWNERS: See Exhibit B

COMPREHENSIVE PLAN DESIGNATION: Low Density Residential

ZONING DESIGNATION: Cowlitz County designation is Urban Residential

SEPA DETERMINATION: N/A.

I. BACKGROUND

Ms. Gloria Marthaller submitted a complete Notice of Intention to Commence Annexation Proceedings to the City of Longview Community Development Department on July 19, 2006. The area to be annexed consists of 21 tax parcels comprising approximately 47 acres.

The properties are located within the SW $\frac{1}{4}$ of Section 18 and the NW $\frac{1}{4}$ of Section 19, Township 8 North, Range 2 West, and the SE $\frac{1}{4}$ of Section 13, and the NE $\frac{1}{4}$ of Section 24, Township 8 North, Range 3 West, Willamette Meridian.

At least two earlier attempts were made to annex most of the proposed annexation area. In May of this year, a 60% annexation petition was sent to the Cowlitz County Assessor's Office requesting that the petition receive a Certificate of Sufficiency. This proposed annexation property consisted of 61 parcels totaling approximately 82 acres and included the Robert Gray Elementary School property.

The Assessor's Office determined that the petition was **not** sufficient. The Assessor's Office and their legal counsel discovered, due to a Washington State Supreme Court decision, school district properties cannot be included in an annexation petition with other properties. Thus, the valuation of the school district property had to be eliminated from the petition. As a result, the petition no longer had the required property owner signatures totaling 60% or more of the valuation of the property to be annexed.

An earlier annexation attempt was made in 2001/2002. This annexation process was interrupted by a Washington State Supreme Court decision that declared the petition method of annexation invalid. Since then, the Supreme Court reversed their decision and determined that the petition method is valid. However, the applicants needed to start the annexation process over because the initial signatures expired after 180 days.

II. DEVELOPMENT ISSUES

Water: City of Longview serves this area. Six to eight-inch water mains are located within the right-of-ways for Ohio Street, Pine Street, 48th Avenue and Pennsylvania Avenue.

Sewer: City of Longview serves this area. A 12-inch interceptor sewer main is within the 48th Avenue right-of-way. A 16-inch interceptor sewer main is located in Ohio Street and Pine Street right-of-ways between 46th and 48th Avenues. The rest of Ohio Street contains 8-inch sewer mains. Pennsylvania Street is served by 8 to 10-inch sewer mains. There is also a 10-inch sewer main to the current end of Pine Street.

Building: All future building activity would be required to comply with the International Building Code or the Code in effect at the time of building permit application.

Fire: The City of Longview provides fire flow to this area. At the time of development, an evaluation will need to be made to ensure each project has adequate fire flow.

Stormwater: Currently, a storm sewer system is not available in this area. Storm water will need to be collected, treated and discharged in compliance with the City's Stormwater Ordinance. Any development contemplated for the property will need to obtain the appropriate NPDES permits to discharge stormwater runoff. An onsite detention facility may also be required or purchasing detention from CDID#1 may be allowed.

Transportation: A traffic study may be required when the property is ready for further development. Pine Street currently ends at the eastern extent of the proposed annexation area. This portion of Pine Street meets City street standards. Ohio Street, 48th Avenue and Pennsylvania Street, for the most part do not have curb, gutters and sidewalks.

Comprehensive Plan: The Longview Comprehensive Plan (1993) identifies this site for development as Low Density Residential (LDR) land uses. The surrounding parcels are also classified as Low Density Residential.

Environmental Constraints: The City's GIS system indicates there may be wetland areas within parcel numbers 02734 and 02735 and some hydric soils in the area near Pennsylvania Street and along Ohio Street in far southeastern corner of the proposed annexation area.

Zoning District: The City of Longview Planning Commission has not had an opportunity to review this petition and make a recommendation to establish zoning on this parcel. The areas that are within City Limits and adjacent or near to the subject properties are zoned either R-1 Residential District or S-R Suburban Residential District. The Cowlitz County zoning designation for the subject properties is Urban Residential.

III. STATUTORY REQUIREMENTS

A complete Notice of Intention to Commence Annexation Proceedings was received by the Community Development Department staff on July 19, 2006. The City is required to conduct a public meeting on this petition within 60 days of the submittal (by September 17, 2006).

IV. ANNEXATION RECOMMENDATIONS

Upon determining the annexation area, City staff recommends transmitting the annexation request to the City Planning Commission for a recommendation on the zoning designation for the subject property.

EXHIBIT B

	Property Owner	Site Address	Parcel Number	Land Value	Improvement Value	Total Valuation
Annexation Request Initiators						
1	Duane & Vicki Dietz	165 Acorn Lane	2711	\$ 27,600	\$ 146,100	\$ 173,700
2	Duane & Vicki Dietz		2736	\$ 16,100		\$ 16,100
3	Martin & Gloria Marthaller	187 Acorn Lane	2713	\$ 31,100	\$ 151,800	\$ 182,900
4	Martin & Gloria Marthaller		2735	\$ 34,800		\$ 34,800
5	Marthaller	4406 Ohio Street	2750	\$ 39,700	\$ 89,100	\$ 128,800
6	Scott & Lori Teeters	195 Acorn Lane	2714	\$ 31,100	\$ 115,000	\$ 146,100
7	Harold & Brenda Garbe		2715	\$ 27,600		\$ 27,600
8	Dan & Dezma Browne		27170100	\$ 23,000		\$ 23,000
9	Dan & Dezma Browne		2732	\$ 11,200		\$ 11,200
10	Dennis LaVoie Etux		2734	\$ 16,700		\$ 16,700
11	Dennis LaVoie Etux		2716	\$ 21,900		\$ 21,900
	subtotals			\$ 280,800	\$ 502,000	\$ 782,800

Non-Initiators Included In Proposed Annexation Area						
1	Nicholas Marthaller	182 Acorn Lane	2698	\$ 31,100	\$ 166,800	\$ 197,900
2	Richard & Lucille Kandoll	128 Acorn Lane	2702	\$ 31,100	\$ 14,800	\$ 45,900
3	Lee Marsden	134 Acorn Lane	2703	\$ 27,600	\$ 87,400	\$ 115,000
4	Ng Pak Chung Etux		2718	\$ 11,200		\$ 11,200
5	Ng Pak Chung Etux		2720	\$ 32,000		\$ 32,000
6	Uldis Lauzis Etux	4714 Pine Street	2722	\$ 33,400	\$ 131,700	\$ 165,100
7	Mario & Janice Castro	4708 Pine Street	2723	\$ 39,100	\$ 120,800	\$ 159,900
8	M. H. Britzius Etux	4340 Ohio Street	2751	\$ 41,700	\$ 133,900	\$ 175,600
9	Buford Jr. & Nancy Johnson	104 Acorn Lane	270201	\$ 31,100	\$ 5,800	\$ 36,900
10	Timothy Davis Etal	116 Acorn Lane	270202	\$ 31,100	\$ 127,500	\$ 158,600
	subtotals			\$ 309,400	\$ 788,700	\$ 1,098,100
	Totals			\$ 590,200	\$ 1,290,700	\$ 1,880,900

Assessed valuation of parcels whose owners signed request to initiate annexation \$782,800
 Percentage of total assessed valuation of the area proposed for annexation 42 percent

Assessed valuation of parcels whose owners have not signed initial annexation request \$1,098,100
 Percentage of total assessed valuation of the area proposed for annexation 58 percent

EXHIBIT B

	Property Owner	Site Address	Parcel Number	Land Value	Improvement Value	Total Valuation
		Parcels proposed by City staff to be added to annexation area				
1	Mark McLean	4320 Ohio Street	2747	\$ 32,000	\$ 73,800	\$ 105,800
2	James & Darla Williams	4330 Ohio Street	2748	\$ 29,000	\$ 66,000	\$ 95,000
3	Dudley McLean Etux		274701	\$ 1,000		\$ 1,000
4	Tom Hammock		274702	\$ 34,800		\$ 34,800
5	Dudley McLean Etux	4250 Ohio Street	274801	\$ 29,200	\$ 75,400	\$ 104,600
	Total			\$ 126,000	\$ 215,200	\$ 341,200

Assessed valuation of parcels whose owners signed request to initiate annexation \$782,800

Percentage of total assessed valuation of the area proposed for annexation **plus 5 lots** 35 percent

Assessed valuation of parcels whose owners have not signed **plus 5 lots** listed above \$1,439,300

Percentage of total assessed valuation of the area proposed for annexation **plus 5 lots** 65 percent

New Business License Applications

08/04/2006

15TH AVE SHOES
959 15TH AVE
LONGVIEW WA 98632

MARGARET FURMAN
SELLING REDWING SHOES

HONG'S HEARING AID REPAIR
4655 MERLIN ST
LONGVIEW WA 98632

SAVOEUN HONG
HEARING AID REPAIR

E & L GIFTS
3404 S TOUTLE RD
TOUTLE WA 98649

LEROY HULS
SELLING GIFTS LOCALLY

LAMONT LANDSCAPE DESIGN
1303 SPRUCE ST
LONGVIEW WA 98632

SUZANNE LAMONT
LANDSCAPE DESIGN

CONSTAL PUBLISHING
1260 12TH AVE
LONGVIEW WA 98632

TERRY DORN
NON-PROFIT ORGANIZATION ASSITING DISABLED CITIZENS

R F MOWING
1104 9TH AVE
LONGVIEW WA 98632

CRAIG ROSS
LAWN MAINTENANCE

FISHSNITCH
2017 46TH AVE
LONGVIEW WA 98632

BROCK HOLDEN
MAKING SMALL SCALE MOLDINGS OF FISHING
ACCESSORIES

STEARNS CONSTRUCTION
17256 NE SACREMENTO
PORTLAND OR 97230

MERRIL STEARNS
GENERAL CONTRACTOR

DST CONSULTING
1931 OLYMPIA WAY #8
LONGVIEW WA 98632

DEBORAH TOSSBERG
MEDICAL TRANSCRIPTION

STERLING BREEN CRUSHING, INC.
887 HWY 507
CENTRALIA WA 98531

STERLING BREEN
HEAVY/HIGHWAY CONSTRUCTION CONTRACTOR

APPEAL BOARD OF ADJUSTMENT
July 11, 2006

Chairman Mark Backstrom called the regular meeting of the Longview Appeal Board of Adjustment to order at 4:30 p.m. in the City of Longview Council Chambers.

1. ROLL CALL

Present: Mark Backstrom
Ray Caldwell
Ed Holloway
Clyde West

Also Present: Monika Hennings, Assistant Planner
Steve Langdon, Principal Planner
John Brickey, Director of CommunityDev/Building Official
Craig Bozarth, City Engineer
Chris Whiteside, Administrative Secretary

Not Present: Don Rodman

2. APPROVAL OF MINUTES

Mr. Caldwell made a motion to approve the regular meeting minutes of June 13, 2006. The motion was seconded by Mr. Holloway and carried unanimously.

3. AUDIENCE PARTICIPATION OR CORRESPONDENCE

3.1 Oral Communications

Persons in the audience may discuss business not scheduled on this agenda on any item of interest within the jurisdiction of the Appeal Board of Adjustment. The Board will listen to all communication, but in compliance with the Washington Open Public Meetings Act, will not take any action on items that are not listed on the agenda.

No oral communications were received.

3.2 Written Communications. Correspondence for the Appeal Board of Adjustment received after preparation of this agenda.

According to Ms. Hennings, no written communications were received.

4. **DECLARATION OF EX-PARTE COMMUNICATIONS AND APPEARNESS OF FAIRNESS DOCTRINE** Since there was no one present in the audience, the reading of the Declaration of Ex-Parte Communication was waived.

5. **PUBLIC HEARINGS**

5.1 Case No. ABA 2006-5

Request by Wood's Logging Supply, Inc. for a Special Property Use Permit in accordance with LMC §19.65.010(6) to allow "storage or sales of automobiles in good operating condition" [LMC §19.45.010(3)] within the Redevelopment Project District (RPD) on a lot that is approximately 3.45± acres in size. The property is located at 875 Industrial Way and is owned by Cowlitz County Public Utility District.

Applicant is requesting that the hearing be continued for one month to the August 8, 2006 regular meeting.

Mr. West made a motion to extend Case No. ABA 2006-5, a request by Wood's Logging Supply, Inc. for a Special Property Use permit to allow storage or sales of automobiles in good operating condition within the Redevelopment Project District, RPD, at 875 Industrial Way. Mr. Caldwell seconded the motion.

As a point of order, Mr. Langdon explained that even though there was no one present in the audience, the public hearing would need to be opened then the Board could continue the public hearing to the next meeting.

Audience Participation

Mr. Backstrom opened the public hearing. He asked if there was anyone in the audience who wanted to speak in favor or against the petition. Hearing none, the Board moved to discussion on continuing the hearing.

Board Discussion and Action

Mr. West restated his motion to continue the public hearing for Case No. ABA 2006-5 to the August 8, 2006 regular meeting of the Appeal Board of Adjustment at 4:30 p.m. in City Council Chambers, Longview City Hall. Mr. Caldwell reconfirmed his second and the motion carried with a unanimous vote of approval.

7. **ADJOURNMENT**

With no other business to discuss, the meeting was adjourned at 4:35 p.m.

Chris Whiteside, Administrative Secretary

Note: These minutes will be considered for approval by the Appeal Board of Adjustment at their next regular meeting in August.

Downtown Advisory Committee Meeting

June 2, 2006

City Hall Small Conference Room

Present:

Downtown Advisory Committee:

Ken Spring, Mary Chilson, Dan Ouellette, Mike Casetta, Wendy Kosloski, and Jeanne O'Connor were present. Ron Works, Frank Gerloff and Faith Pacheco were absent.

City of Longview:

John Brickey and Tom Baylis were present.

Wendy Kosloski called the meeting to order at 8:00 a.m.

1. Officer Elections

Tom Baylis reported that he had recently reviewed the committee's adopted by-laws and noted that the by-laws include a provision to hold an annual election for chairperson and vice-chairperson at the first meeting of June each year. He apologized for the inadvertent omission of this procedure in the past, and advised committee members that they needed to hold their election at this time. As the committee's appointed secretary, he added that he would be happy to accept nominations for the election of chair and vice chair positions.

Mary Chilson nominated Wendy Kosloski for the chair position. Dan Ouellette seconded the nomination.

Wendy Kosloski nominated Dan Ouellette for the vice chair position. This nomination was seconded by Ken Spring and Mary Chilson.

There were no additional nominations.

Ken Spring made a motion for unanimous consent for both nominees, and his motion was seconded by Jeanne O'Connor. There were no objections, so the nominees were both considered duly elected for a one year term.

2. Approval of Minutes

A motion was made by Mary Chilson to approve the minutes of the April 7, 2006 meeting, and was seconded by Dan Ouellette. The motion passed with a unanimous vote of approval.

3. Fences in the D-C District

Tom Baylis noted that the committee, at their April 7, 2006 meeting, requested that staff prepare a draft ordinance intended to provide regulations concerning fences in the D-C district. While recalling that fences currently in place would continue to be allowed due to being "grandfathered," it is feasible to adopt a new ordinance that would provide regulations for any future fence installations.

John Brickey indicated that he had not yet done sufficient research to recommend a draft ordinance, and that he hoped for some committee discussion on this topic to help with the ordinance language and potential design criteria. He noted that, during his research, other communities have diverse approaches to this issue, and that crafting appropriate legislation would be challenging. Many communities, he also noted, allow chain link fences in their downtown districts, but typically with landscape requirements and other similar restrictions.

Committee members noted several fence criteria that should be reviewed and established prior to approval, including a maximum height restriction, type (open/gated or closed), design aesthetics, and air/light passage. Jeanne O'Connor said that she thought the existing fences downtown were unattractive. Members generally agreed that avoiding the use of chain link would be preferable, with wrought iron being a more desirable material. Ken Spring noted that slats can be added to chain link fences in order to make them more attractive. Wendy Kosloski mentioned that a fence can become a wall of sorts, and that perhaps a wall or half-wall might sometimes be more appropriate. Mary Chilson noted that there will be an increasing need for security downtown as more high density buildings are developed.

John Brickey said that he would continue to research other examples of downtown fence ordinances in order to develop a draft ordinance, and that he would try to have some additional information available at the next meeting.

4. Meeting Frequency

At their previous meeting, the committee agreed to consider meeting on a bi-monthly basis rather than quarterly in order to remain more fully engaged with ongoing downtown issues. They also agreed to consider meeting on a day other than Friday due to a time/schedule problem for one member.

Ken Spring made a motion to change the committee's meeting frequency to bi-monthly. The motion was seconded by Jeanne O'Connor, and passed with a unanimous vote of approval.

All members agreed that an 8 a.m. start time was preferable. Given that information, the committee eventually agreed that Tuesday would be more preferable than Friday.

Jeanne O'Connor made a motion to change the committee's meeting date and time to 8 a.m. on the first Tuesday of the scheduled meeting month. The motion was seconded by Ken Spring, and passed with a unanimous vote.

Committee members also noted that they would prefer to meet in the Small Conference Room if it is available on meeting dates.

5. Downtown Planting Beds

Jeanne O'Connor asked for this item to be included on the meeting agenda. She felt that many of the downtown planting beds were visually unappealing, and that the care and

maintenance of the planting beds seemed to be inconsistent. Mary Chilson acknowledged that some business owners do an excellent job taking care of adjoining planting beds and others don't. The problem is magnified with unattended planting beds that adjoin long-term vacant buildings or businesses. She explained that the Downtowners have a volunteer Pride Team that does as much as possible with the planting beds, including periodic contests, annual bed clean-up, purchasing and planting new materials, fertilizing, weeding, and frequent watering during the summer heat.

Dan Ouellette agreed that consistency in maintenance of the planting beds would be desirable. Jeanne O'Connor said that, while it was very kind of the Downtowners to put forth the effort towards maintaining the planting beds, she felt it was not their job. She also noted that the City mows the grass in the public right-of-way downtown and trims downtown trees, but does not maintain the planting beds.

Mary Chilson said that the Downtowners were working on a funding strategy for a downtown manager, and that she felt the manager would be able to do more to establish some consistency with volunteers to help in this area.

During additional group discussion, the committee also noted that the types of planting materials were important. Hearty, durable plants such as vinca, roses and nasturtiums fare better than others.

Wendy Kosloski reaffirmed the committee's general consensus that the core issue and challenge is consistency.

6. Downtown Wayfinding/Entryway Signs

John Brickey distributed a draft ordinance concerning Wayfinding Signs. The draft included a proposed amendment to the Uniform Sign Code which would provide the Appeal Board of Adjustment with the authority to grant Special Property Use permits for Wayfinding Signs in all districts. The draft language would also allow the Appeal Board of Adjustment to permit Wayfinding Signs in the D-C district, which has sign regulations that are more specific and detailed than other use districts.

Brickey indicated that this process would be exempt from permit fees, but not from building department review related to structural and code design criteria. He also noted that the term "Wayfinding Sign" was already defined in our Uniform Sign Code. The current legal description for a Wayfinding Sign is as follows:

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

Committee members generally agreed that design criteria was an area of concern. They also agreed that that the ordinance revisions should be able to apply to districts adjoining the D-C district.

There was no noted concern over the Appeals Board of Adjustment being the body of authority over relevant issues concerning Wayfinding Signs. Mary Chilson wondered who or what would initiate action, and Brickey agreed that was an as-yet unanswered question.

Brickey also noted that, as a Special Property Use, an application to construct and erect a Wayfinding Sign would normally carry a \$565 fee. The estimated time frame for the process would be from 30 to 60 days. He also presumed that a group or organization would be the requesting body. Mary Chilson wondered if there would be one fee or two if two sign installation locations were being requested. Brickey commented that the question is valid and needs to be answered. He then advised that staff will bring back revised draft ordinance language to the committee as soon as possible.

7. Public Comment.

There was no public comment.

8. Set Next Meeting.

The next regular meeting of the Downtown Advisory Committee will be held at 8 a.m. on Tuesday, August 1, 2006.

10. Adjournment

With no further business before the committee, the meeting was adjourned at approximately 10:00 a.m.

TB:tb

Minutes of the June 13, 2006
Longview Parks and Recreation Board Meeting

Members Present: Margaret Soderman, Ann Brock, Carl Degner, Kalyn Inlow, and Tim Temples

Members Absent: Scott Moultime

Staff Present: Rich Bemm, Dick Mueller, Liz Davis, and Al George

Others Present: Les Ozment

Chair person, Margaret Soderman called the meeting to order at 7:00 pm.

Approval of Minutes

The minutes of the May 18th meeting were unanimously approved as submitted on a motion from Tim Temples and second from Ann Brock.

Constituent Comments

"Friends of Off-Leash Areas" representative Les Ozment distributed a letter from Bev Chellis, which indicated they do not wish to provide insurance or obtain a not-for-profit status as requested by the city. She stated they may partner with the Humane Society's not-for-profit status in the future, and will be modifying their bylaws at their June meeting.

Rich said the council directive to FOLA was to formalize their group, which could be accomplished by obtaining the state not for profit organization status to assist them with fundraising and to meet insurance liability requirements. Rich explained the difference between setting aside three acres for exclusive use versus public park amenities such as tennis courts in response to Les' comparison of an off leash area to a tennis court. Les said although he didn't attend, it was his understanding that at the council workshop, the city indicated it had capital money for development of a dog park. He noted FOLA feels that the city has funds available to use if they wanted to and compared FOLA with other user groups. Rich clarified that spending city funds on the dog park take away from other city projects that have been waiting a long time for funding and that not all council members indicated that city funds are available for this project. He also said the sports organizations and the square dance group were examples of other organizations that have exclusive use of city facilities, yet they cover all operating and capital costs. Chairperson, Margaret Soderman requested that Mr. Ozment advise FOLA that the position of the board has not changed.

Board Member Comments

Carl asked for confirmation that all Kelso parks are off leash area. Rich said that according to the information provided by FOLA that Kelso parks are off leash sites, however none of these areas are fenced.

Reports

Park Maintenance

Al George distributed his monthly report noting that 42 man-hours were spent on vandalism and shared a photo of recent restroom damage. He said the first phase of the Lake Sacajawea irrigation project is complete and the turf seeded. Crews are also cleaning up the Mint Farm and preparing for the Go 4th celebration. They are also cleaning up the Japanese Island in preparation for a security system later this summer.

Recreation

Dick Mueller distributed the recreation division monthly report, noting a 50% increase in softball teams over 2005. Natalie Richie was hired as the youth coordinator.

Director

P & R Comprehensive Plan Issues – Rich asked for the board’s recommendations regarding the prioritizing of projects listed in the proposed capital improvement list that was provided to board members in their packets. Tim went on record opposing designating any funds for a dog park. He felt the money would be better spent upgrading Mark Hoehne Park or another neighborhood park with basketball courts or other amenities that would reach more people and support young families. Rich suggested indicating that funds would come from “contributions” rather than setting any dollar amount for the dog park in order to show some recording of a projected completion date. Rich highlighted some of the other changes such as dugouts at Roy Morse Park and asked for direction regarding some of the parks. He will take all comments and come back with a revised plan for board review.

Rich said the department received approval from Council designating CDBG funds for a planning grant for the development of the 32nd Avenue property (currently the city garden plots) as a neighborhood park. Staff is now waiting for final approval from the state. Should we be successful, staff will apply next year for a development grant through CDBG to complete the project.

Senior Center Issue - Rich discussed the existing relationship between city staff and the Senior Center Operating board, noting a strain in the relationship. City staff will continue meeting with the seniors regarding various issues in order to turn things around. He noted that one of their concerns is for a stand alone senior center while staff is proposing they consider the current trend, which is for a community center that serves a diverse population in a shared facility.

For Profit Vendors in Parks – Longview Soccer has requested authorization to allow for-profit vendors at their August tournament to enhance this event. The current ordinance prohibits this activity without council approval. Rich said the council will be addressing the issue at their June 29th meeting. Ann Brock felt it would be a burden on city staff to oversee potential requirements such as licenses, insurance, etc. should the ordinance be changed.

Tree Board

Al said the trees on Washington Way are undergoing extensive trimming and that the ones at the Civic Center, near the new construction, are in danger due to the development. Rich is proposing adding a clause to the existing tree ordinance making developers responsible for

avoiding damaging to any city street trees or replace them at current value should they be damaged. Rich is also proposing clarification wording regarding trees in right-of-ways and the ultimate responsibility and liability for their care.

Old Business

Deak Week Projects

Rich said 500 volunteers participated in this event sponsored by several churches in the community. Projects included painting a portion of the park maintenance facility fence, adding bark chips to playgrounds, weeding shrub beds, placing stormwater decals near storm drains, cleaning alleys in the Highlands neighborhood, sealing exterior bricks at the McClelland Center building, edging cart paths, painting the driving range and pump station buildings at the golf course as well as painting the fence along 42nd Avenue. They intend to complete the painting of the fences this year and would like to offer their services again in 2007.

New Business

Al noted that the additional, stamped concrete will be added to Hemlock Plaza at Lake Sacajawea Park with the intent of having the work completed by the first weekend in July.

With no further business, the meeting was adjourned at 8:25 pm.

The next meeting will be held July 20, 2006.

Submitted by:

Secretary to the Board

Date: June 12, 2006
To: Richard Bemm, Director of Parks and Recreation
From: Dick Mueller, Recreation Superintendent
Subject: May 2006 Recreation Program & Facility Report

Youth & Family

- There were 17 enrichment classes that 177 youth attended. These included Kung Fu, Bowling (2), Golf, Nature Explorers, Cooking, Cheerleading, Ballet (2), Spanish, Piano, Art, Tumbling & Gymnastics (4), and Lego Adventures. Classes were held at Catlin Center, McClelland Center, Woman’s Club Building, Foxx Bowl, Mint Valley Golf Course, Mark Morris School, and the Academy of Kung Fu.
- There were six enrichment classes this month that served 96 children with their parent, guardian or care giver. Classes included Taekwondo (2), and Playgroups (4) held at Catlin Center.
- We offered a free drum workshop at the Woman’s Club in collaboration with Kirkpatrick Family Care that 75 people attended. The instructor is a musician that was performing at the Columbia Theater. Through this partnership the community was able to attend this free workshop.
- Recreation information booths were at Safe Kids and MOPPS (Mothers of Preschoolers) activities where 185 people received information on the benefit of participating in healthy learning and activity programs.
- Partnership and collaboration with eight organizations and businesses occurred this month to provide quality programs for youth.

Out of School

- The out of school “Super Hours” program was held at four elementary schools this month with the following statistics:

School Site	Registered	Daily Average	Monthly Attend	Staff/Youth Ratio
Kessler	42	21	441	1:11
Northlake	34	18	378	1:9
Robert Gray (am)	130	34	714	1:17
Robert Gray (pm)	129	20	420	1:10
St. Helens	49	22	462	1:11

- There were a total of 384 registered children that attended the Super Hours out of school recreation programs 2,415 times during 21 days in April for an average of 115 children per day.
- This month learning enrichment and educational enhancement topics at out of school programs involved 240 children for 518 hours. These included pet safety, healthy nutrition, fitness, math is cool, and a special carnival event. Twenty two hours of learning and education was provided during the month in partnership with 10 community groups and organizations. Twenty volunteers donated 206 hours at out of school programs during the month.
- This month at St. Helens School the Drug Free Communities provided grant funds to enhance the after school program with sewing instruction, guitar lessons and homework help / math club. These additional programs extended the out of school hours until 7:30 pm and served 34 children.
- The “Character First” value themes and “Longview’s Choices” are behavior management tools used at the after school programs. Through activities and discussion children learn about character, ideals, and values. Through role playing and visual aids the youth are empowered which reduces tattling, establishes expectations, provides a cognitive structure, increases feeling of self esteem, and gives children an important conflict resolution tool. The monthly out of school value themes were courage, independence, self reliance, determination, commitment, and initiative.

Teen

- The Boulevard drop in program was held at the Elks Building 18 times with 47 registered teenagers attending 285 times. This is an average daily attendance of 16 young people and a staff to participant ratio of 1:8. There are two pool tables, basketball hoop, foosball, air hockey, board games, contests, organized activities, healthy snack, along with homework help, and computer lab with monitored internet access.
- Late Night was held on four Friday nights at the YMCA with 197 registered teenagers attending 453 times. This is an average of 113 each night for a staff to participant ratio of 1:11. A dance was held once during the month at late night with 142 teens attending.
- Five Junior Leaders performed volunteer internships at schools and recreation programs. They donated 63 hours this month at Kessler School, Northlake School, YMCA, Robert Gray School, St. Helens School and at the Elks Building.
- Teen programs collaborated with 11 community organizations and businesses this month to provide the best services possible to the young people in our community.

Adult

- There were 25 enrichment classes that 206 participants attended. Classes included Yoga (2), Hula Dance (2), Country Line Dance (2), Belly Dancing (2), Guitar (2), Digital Camara, Ukulele (2), Furniture Making, French, (3), Pottery, Watercolor Painting, Real Estate Investment (2), Stretching, Tai Chi, and Golf (2). These classes are held at the Square Dance Building, Woman’s Club Building, McClelland Center, RA Long High School, Coweeman School, Mint Valley Golf Course, Lower Columbia College and State Employment Building.

- Men's Softball League started games at Roy Morse Park with 12 teams having 168 players. This is a 50% increase in the number of teams over last year. These teams will play 20 games on Tuesday and Thursday evenings.
- A Men's Softball Tournament was held at Roy Morse Park with eight teams having 112 players. Four of the teams were local and four from out of the area. The out of area teams are staying at local hotels and enhancing tourism by shopping in the Longview area.
- We had 15 partnerships with businesses, organizations and schools to assure quality programs are offered to adults.

Senior

- Special events included Cinco De Mayo with 64 people and Red Hat Ladies Day that had 105 attend.
- Health and safety programs included four line dancing classes with 66 people attending 218 times. The monthly blood pressure clinic, conducted in partnership with Monticello Park Retirement Home, served 20 people. There were two driving safety class that 43 people that will qualify for the state mandated insurance reduction. The driving safety is conducted in collaboration with AARP. Healthy cooking class was offered four times during the month with 18 people taking advantage of these programs that is in partnership with Washington State University extension.
- Enrichment programs include two Bridge classes with 14 people attending 42 times. Two Wood Carving classes were conducted with 36 people attending 103 times. Other classes included Golf lessons with six and Watercolor painting had two attend.
- Social programs included Armand's Band playing for 55, Fiddlers performing to 47 and Sally Gene Band entertaining 75 people during the healthy meals program in cooperation with the nonprofit senior operating board. Bunco games held during the month served 12 people.
- A trip to Pike Place Market in Seattle was held for 11 people. The monthly health and fitness walk was on the Woodland Dike trail with six attending.
- There were nine partnerships with community organizations to provide quality programs for seniors and reduce duplication of services. Eighteen volunteers donated 57 hours at senior citizens programs.

Therapeutic (programs for developmentally disabled individuals)

- The "Saturday Night Social Club" was held four times at the Elks Building or Woman's Club with 92 registered participants attending 171 times. This program includes activities, games, snacks, music, contests, education, and social interaction. Longview Recreation works with five area group homes in partnership to provide transportation to this program. There were 10 volunteers that donated 17 hours at social club this month.
- Eight people participated in five drama expression classes at the Adult Development Center (ADC). This program is grant funded by the Community Foundation of Southwest Washington.
- Spring Special Olympic Sports continued this month with 69 athletes participating in track, soccer and swimming. Thirty-five volunteers provided 473 hours of service.
- Longview Recreation collaborated with ten non profit organizations and schools during the month to provide quality services to developmentally delayed residents.
- Forty-five volunteers donated 490 hours to programs that serve disabled individuals.

Staff

- Seven youth staff members attended leadership training and three went to the spring Schools Out Washington training in Puyallup for a total of 40 hours during the month.
- Natalie Richie was hired as the youth recreation coordinator. She has worked for Head Start and Lower Columbia College as well as OSU. She is a graduate of Oregon Sate University and originally from the Tillamook area although she has been residing in the local area.

Volunteers & Contributions

- A collaboration of local churches provided 17 volunteers that donated 204 hours at out of school youth programs during Deak Week. They provided enhancement activities for the youth at Kessler, Northlake, Robert Gray and St. Helens.
- Longview Recreation received \$5,911 from the Drug Free Communities for programs in the Highlands area. The grant funded projects are to increase the St. Helens out of school hours until 7:30 pm on Monday through Thursday. This grant will allow us to provide additional homework help with a math component and projects along with enrichment classes in guitar and sewing. The funds also provide screening and training for Central Youth Baseball coaches at Archie Anderson Park.
- Eighty-eight volunteers donated 816 hours during the month at recreation programs.

Facility Use

• Buildings

<u>Building</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>Schools</u>
McClelland Center	47	4	4	3
Woman's Club	56	3	1	
Elks Building	40			
Catlin Center	78			
Senior Center	57			
Square Dance	5			
<i>Total</i>	<i>283</i>	<i>7</i>	<i>5</i>	<i>3</i>

• Picnic Areas & Outdoor Facilities

<u>Facility</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>Schools</u>
Lake Sacajawea			4	50
Garden Plots			55	
7 th Avenue			2	
<i>Total</i>			<i>61</i>	<i>50</i>

• Sport Field Use

<u>Facility</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Schools</u>
7 th Ave Softball		30	20
7 th Ave Soccer		30	
John Null baseball		30	
Archie Anderson		30	
Roy Morse Baseball		30	3
Victoria Freeman		15	
Cloney Park		9	

Roy Morse Softball		7	
Mint Valley Golf	16		
<i>Total</i>	<i>16</i>	<i>181</i>	<i>23</i>

- **Facility Use Totals**

<u>Category</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>Schools</u>
Buildings	283	7	5	3
Picnic Areas			61	50
Sport Fields	16	181	181	23
<i>Total</i>	<i>299</i>	<i>188</i>	<i>247</i>	<i>76</i>

Memo

To: PARKS & RECREATION ADVISORY BOARD

From: A. L. George, Superintendent of Parks

CC: Rich Bemm, Director, Parks & Recreation

Date: 8/7/2006

Re: BOARD REPORT FOR THE PERIOD OF MAY 7 TO JUNE 6, 2006

- 42.10 MAN HOURS WERE SPENT ON Vandalism Repair for this period, costing the division \$1,275.99. All restroom vandalism at 17th & Nichols, Hemlock, Archie Anderson, John Null, and 7th Avenue.
- Low wall constructed along pathway parallel to the Event area of the Japanese Garden Entry to reduce erosion. Will continue along other areas as time and budget allows.
- Capital project to replace railroad tie retaining wall at the lake has been completed. It is the wall on the Nichols side between Washington Way and 20th. We extended the wall beyond original plans to reduce mowing safety problems.
- Completed bleacher and table inspection for repairs to be completed before the 4th of July.
- Edged all areas around the lake paying particular attention to those curbs that had to be painted yellow.
- Began preparation for new plaza addition to be completed before the 4th of July.
- Sprayed herbicide for weeds at Roy Morse, Vandercook, medians and Lake Sacajawea.
- Aerated 7th Avenue Park for the Soccer Association and Lake Sacajawea Park

- Seeded and slice-seeded all irrigation construction sites at Lake Sacajawea Park and irrigating with the new irrigation system and making adjustments as necessary.
- Received new replacement equipment. Staff car replaced with truck, leaf vacuum and tractor.
- Employed jail-crew to clean up Weber Drive at the Mint Farm Industrial Complex (blackberries, volunteer cottonwoods and brush.
- Chipped brush for the golf course.
- Nursery work: In addition to planting new trees have rototilled rows and mowed brush around and within the boundaries of the nursery with a brush hog.
- 445 man hours spent on mowing during this period.
- Completed major clean up of Japanese Garden including needle harvest and candle reduction of pines.
- With the help of the Deek Weed participants added playground cushioning chips to outlying parks: Hoehne, Windemere, Bailey and Rotary Parks.
- Attended wrap-up luncheon with Deek Week organizers and brainstormed for next year.

TREE BOARD REPORT

- 33 trees injection for insect infestation
- 22 trees removed
- 5 stumps ground
- 13 inspections completed
- 191 trees pruned
- 6 storm damaged trees
- 1 call out for major failure of Oak on Washington Way.(See attached picture) Tree split 3 ways. 115 man hours, 65 equipment hours expended to remove, yielding 39 tons of logs and 12 tons of chips.
- Purchased 354 bare root trees at an extremely reduced price of \$5.00 per tree. Grower was shutting down the cooler. Also purchased root pruning pots and potted 250 while awaiting second shipment of pots.

Minutes of the July 20, 2006
Longview Parks and Recreation Board Meeting

Members Present: Margaret Soderman, Ann Brock, Carl Degner, Kalyn Inlow, and Tim Temples

Members Absent: Scott Moultime

Staff Present: Rich Bemm, Dick Mueller, and Al George

Others Present: Les Ozment, Floyd Whitmire, Scott Klemetsrud, Steve Linn, Ken Ostrand, Roger Kelley, and John Chilson

Chair person, Margaret Soderman called the meeting to order at 7:00 pm.

Approval of Minutes

The minutes of the June 13th meeting were unanimously approved as submitted on a motion from Tim Temples and second from Ann Brock.

Constituent Comments

Mt. Solo Park - Ken Ostrand and Rodger Kelley said they were at the meeting to see what the Board's plans were for development of the dedicated park at the Village of Mount Solo development and to familiarize themselves with the board. Rich shared a copy of the 8-year capital plan that will be acted upon later on in the meeting. He noted that the plan calls for their park development to begin in 2009/10, but that expenditures are dependent upon the availability of capital funds.

Greenway Residents - Scott Klemetsrud, Floyd Whitmire, Steve Linn and John Norton residents of Greenway Avenue described the problems they are having with four of the city birch trees and asked the board to consider having them removed. They indicated they were willing to pay the \$300, but that the two worse trees front a neighbor's property and she will not give them permission to have them removed. Al said that he had met with the residents in the neighborhood and has no problem removing the trees if the fee is paid. Margaret explained that approval to remove trees has to be obtained from the fronting property owner. Floyd said that they had approached the neighbor and explained the problems he and others are having, but permission to take them out was still denied. Al suggested that the petitioners start with the two trees that are not in question and that staff will look at the situation further and meet with the adjacent property owner to see if they can arrive at a resolution. The condition of the sidewalk being damaged by one of the trees could also be a reason to have it removed.

"Friends of Off-Leash Areas" - Representative Les Ozment summarized the Friends of Off Leash Areas' (FOLA) position following the July 13 city council meeting at which the council confirmed their requirement that the group formalize themselves and obtain not-for-profit status. He noted that the group is divided with some refusing to follow the council's request and others

willing to comply. They have no plans for additional meetings in the near future. Les requested a copy of a facility use agreement.

Board Member Comments

None.

Reports

Park Maintenance

Al highlighted his report and asked if there were any questions or comments. He also described the work that is taking place at the lake plaza.

Recreation

Dick introduced Luann Webster to the board. She is the recently hired recreation coordinator for teen programs. Dick also distributed the monthly recreation report.

Director

Information Panels for Downtown - Rich introduced John Chilson who along with Bill Kasch has been instrumental in providing the research, pictures and text for the panels. A copy of the final historic panel was shared, which the board members felt was very well done. John also presented his draft of the R.A. Long panel and talked about the panel for the totem pole on Commerce Ave. Dedications are scheduled to take place September 23rd.

Council Position Regarding Dog Park - It was agreed that this topic was covered earlier under constituent comments.

WA Cities Insurance Authority Annual Review - Rich highlighted the recent review given by the city's WCIA staff representative. He noted that the representative commented that the city's tree policy is one of the best in the state. She also stated that our required forms and facility use requirements are all in order. There were also no mandatory findings against the department.

Recap of the Go-Fourth Celebration - Rich mentioned that staff met to critique this year's event. With July 4th falling on a Wednesday next year, staff is concerned about any consideration of having the celebration take place over a five day period. The recommendation staff would like to make to the Go-Forth committee is that the event be restricted to three days. The board concurred and supported having it start on Monday and end on Wednesday. The board also recommended that dogs be restricted from the lake during the entire Go 4th celebration. Rich also mentioned that some of the vendors did not clean up after themselves but rather left their garbage for the parks crew to clean up. Some also drained their gray water onto the park turf instead of using the containers provided. Staff will institute a cleanup deposit for next year.

Tree Board

There were no further issues to bring before the board.

Old Business

8-Year Capital Improvement Projects - Rich asked the board if they had any additional comments for this second draft of the schedule. There were not additions suggestions. The board directed staff to move it forward.

New Business

Request for Batting Cage Building at Roy Morse Park - Rich shared a conversation he had with the president of the Babe Ruth Baseball organization. It is their intent to ask the board for permission to construct an indoor batting cage building next to their baseball fields. Tim asked if staff had an idea where specifically they would like to locate it. Rich responded that they mentioned between the west property line and the ball diamonds. Al George had reservations due to the concerns the neighbors may have with it being so close to their property. When baseball representatives make the request at a future meeting, the board will have the opportunity to share the opinions.

Vancouver Community Center Trip - Rich informed the board that the city council and possibly the Kelso council and county commissioners would be touring the new Vancouver community center on August 29th. He asked the board members to let him know if they would also be available on that day.

With no further business, the meeting was adjourned at 8:20 pm.

The next meeting will be held August 17, 2006.

Submitted by:

Secretary to the Board

Memo

To: PARKS & RECREATION ADVISORY BOARD

From: A. L. George, Superintendent of Parks

CC: Rich Bemm, Director, Parks & Recreation

Date: 8/7/2006

Re: BOARD REPORT FOR THE PERIOD OF JUNE 7 TO JULY 8, 2006

- 52.6 man hours were spent on vandalism this period for a total cost to the Division of \$1490.23. A new door to a restroom that was just purchased and replaced at 17th and Nichols was damaged beyond repair and another door had to be purchased at a cost of \$600 plus.
- Prior to the Go Fourth event we assisted the Association with their installation of the remaining concrete work. We excavated the areas for new concrete, re-graded slopes approaching the plaza and fenced the area for the contractor's work. The project was scheduled to be completed before the 4th, but delays in obtaining materials prevented the completion. We therefore had to come up with a solution to the areas that were excavated to accommodate the pedestrian traffic over the four days. We constructed wood frames faced with plywood to solve the problem. The remaining concrete work will begin on July 14th.
- As you can imagine, preparation for the fourth and set up for Concerts in the Park on the 5th was our major thrust for this reporting period.
 - ✓ In addition to our routine maintenance we re-applied bark mulch to flower and shrub beds (an annual task)

- ✓ Aerated Martin's Dock area and irrigated heavily to prepare for the impact of heavy use.
 - ✓ Replenish playground cushioning and inspect closely for safety issues.
 - ✓ Install signage and barricades for the event. Signs increased from the usual 52 to 111.
 - ✓ Install construction safety fencing around the impact area, fire lanes, shrub bed protection etc.
 - ✓ Distribute approximately 60 thirty gallon trash containers throughout the area. This is in addition to the two dumpsters and all of the 300 gallon containers that are distributed by waste control.
 - ✓ Install all banners and flags
 - ✓ Paint and number all flea market vendor and food vendor sites.
 - ✓ Insure that all electricity and water sources are operating and troubleshoot and problems.
 - ✓ Assist in the set up of the Timbersports Event. Dig the hole for installation of the log rolling pond, install the spring board poles and deliver all bleachers (approximately 36).
 - ✓ Staff the event to keep trash cans emptied and restrooms cleaned. This year staff scheduling all four days.
 - ✓ When the event is over we have to reverse the aforementioned tasks to bring the site back to original condition.
- 287 man hours spent mowing parks, nursery and rights-of-way such as Alder and Regency property.
 - Sprayed weeds in median and rights-of-way on 30th/Beech and 32nd.
 - Expended 600 more man hours than in June, which included 47 hours overtime and 27 hours at doubletime.

TREE BOARD REPORT

- Chipped brush for Golf Course
- Pruned 159 trees
- Removed 21 trees
- Ground 17 stumps
- Responded to 2 reports of bee swarms at the Lake and John Null Park.
- Responded to 12 damaged tree calls (Limb down etc)
- 7 requested inspections
- Injected 18 trees for insect control

Date: July 17, 2006

To: Richard Bemm, Director of Parks and Recreation

From: Dick Mueller, Recreation Superintendent

Subject: June 2006 Recreation Program & Facility Report

Youth & Family

- There were 11 enrichment classes or day camps that 195 registered youth attended 799 times. These included Bowling, Golf, Nature Explorers, Cooking, Art, Tumbling & Gymnastics, Busy Bees, Start Smart Soccer, Basketball, Tennis, and Horsemanship. Classes were held at Catlin Center, McClelland Center, Woman’s Club Building, Foxx Bowl, Mint Valley Golf Course, Mark Morris School, Kessler School, and RA Long School.
- There were seven enrichment classes this month that 89 children with their parent, guardian or care giver attended 367 times. Classes included Taekwondo (2), Hidden Treasures, Music Development, and Playgroups (3) held at Catlin Center.
- We participated in the State Free Fishing Day at Lake Sacajawea Park by providing 35 fishing poles and bait for people to use.
- Recreation information booths were at Highlands Prevention Fair with 20 other agencies and the International Festival with 15 participating agencies. People received information on the benefits of participating in healthy recreation learning and activity programs.
- Partnership and collaboration with 11 organizations and businesses occurred this month to provide quality programs for youth.

Out of School

- The out of school “Super Hours” program was held at four elementary schools this month with the following statistics:

<u>School Site</u>	<u>Registered</u>	<u>Daily Average</u>	<u>Monthly Attend</u>	<u>Staff/Youth Ratio</u>
Kessler	42	20	219	1:10
Northlake	34	20	214	1:10
Robert Gray (am)	130	31	337	1:10
Robert Gray (pm)	129	19	207	1:10
St. Helens	49	26	286	1:13

- There were a total of 384 registered children that attended the Super Hours out of school recreation programs 1,263 times during 11 days in June for an average of 116 children per day.
- At St. Helens School the Drug Free Communities provided grant funds to enhance the after school program with sewing instruction, guitar lessons and homework help / math club. These additional programs extended the out of school program hours and served 34 children

that attended 102 times. We will conduct a coaches screening and training program for Central Youth Baseball at Archie Anderson Park funded by the Drug Free Communities.

- The “Character First” value themes and “Longview’s Choices” are behavior management tools used at the after school programs. Through activities and discussion children learn about character, ideals, and values. Through role playing and visual aids the youth are empowered which reduces tattling, establishes expectations, provides a cognitive structure, increases feeling of self esteem, and gives children an important conflict resolution tool. The monthly out of school value themes were respect and summer safety.
- There were 12 partnerships with nonprofit organizations and businesses at the Out of School programs during the month.

Teen

- The Boulevard drop in program was held at the Elks Building 18 times with 81 registered teenagers attending 316 times. This is an average daily attendance of 18 young people and a staff to participant ratio of 1:9. There are two pool tables, basketball hoop, foosball, air hockey, board games, contests, organized activities, healthy snack, along with homework help, and computer lab with monitored internet access.
- Late Night was held on five Friday nights at the YMCA with 319 registered teenagers attending 568 times. This is an average of 113 each night for a staff to participant ratio of 1:12. Teens can participate in activity held in the two gyms, racquetball courts, swimming pool, movie, video games and pizza with drink.
- Three Junior Leaders performed volunteer internships at schools and recreation programs. They donated 24 hours this month at Kessler School, Northlake School, and at the Elks Building.
- Twelve junior leaders started training for summer volunteer internships spending 56 hours in training. Training topics included interactive activity on communication, trust, respect and integrity.
- Junior Leader Ranae Nims-Allison attended the Youth Leadership Academy with 15 other teens. This was a week long program to increase leadership skills and teamwork. The program was conducted by Cowlitz Substance Abuse Coalition, Washington State University Extension, Educational Service District 112 and Achieve.
- Teen programs collaborated with 11 community organizations and businesses this month to provide the best services possible to the young people in our community.

Adult

- There were 16 enrichment classes that 143 registered participants that attended 558 times. Classes included Hula Dance (2), Country Line Dance (2), Belly Dancing, Guitar (2), Ukulele (2), Furniture Making, French, (2), Spanish, Beading, and Golf (2). These classes are held at the Square Dance Building, Woman’s Club Building, McClelland Center, RA Long High School, and Mint Valley Golf Course.
- Men’s Softball League continued games at Roy Morse Park with 12 teams having 168 players. This is a 50% increase in the number of teams over last year. These teams will play 20 games on Tuesday and Thursday evenings.
- Mixed (coed) Softball League began play this month with 24 teams having 336 players with games on Monday, Wednesday and Friday evenings at Roy Morse Park.

- A Mixed (coed) Softball Tournament was held at Roy Morse Park with eight teams having 112 players. Six of the teams were local and two from out of the area. The out of area teams are staying at local hotels and enhancing tourism by shopping in the Longview area.
- Men's Basketball started the summer league at Monticello School with 9 teams having 72 players.
- We had 10 partnerships with businesses, organizations and schools to assure quality programs are offered to adults.

Senior

- Health and safety programs included three line dancing classes with 60 people that attended 221 times. The monthly blood pressure clinic, conducted in partnership with Monticello Park Retirement Home, served 24 people. There was a driving safety class that 19 people will qualify for the state mandated insurance reduction. The driving safety is conducted in collaboration with AARP.
- Enrichment programs include a Bridge program with 50 people attending 234 times and a Wood Carving class was conducted with 20 people attending 55 times.
- Social programs included Armand's Band playing for 53, Fiddlers performing to 67 and Country Music Makers entertained 45 people during the healthy meals program in cooperation with the nonprofit senior operating board. A Men's Day event was held with 69 and bunco games held during the month served 12 people.
- A trip to Pike Place Market in Seattle was held with 11 people and 13 attended a trip to Sauvie Island. The monthly health and fitness walk was on the Longview Dike trail with five attending.
- There were nine partnerships with community organizations to provide quality programs for seniors and reduce duplication of services. Fourteen volunteers donated 40 hours at senior citizens programs.

Therapeutic (programs for developmentally disabled individuals)

- The "Saturday Night Social Club" was held four times at the Elks Building or Woman's Club with 103 registered participants attending 128 times. This program includes activities, games, snacks, music, contests, education, and social interaction. Longview Recreation works with five area group homes in partnership to provide transportation to this program. There were 13 volunteers that donated 13 hours at social club this month.
- Eight people participated in four art expression classes in drawing and painting at the Adult Development Center (ADC). This program is grant funded by the Community Foundation of Southwest Washington.
- Summer Special Olympic Sports started this month with 52 athletes participating 260 times in softball at Victoria Freeman Park and golf at Mint Valley Golf Course. Six volunteers provided 48 hours of service for Special Olympic programs this month.
- Longview Recreation collaborated with 10 non profit organizations during the month to provide quality services to developmentally delayed residents.
- Nineteen volunteers donated 61 hours to programs that serve disabled individuals.

Staff

- Luann Webster was hired as the teen recreation coordinator. She has worked for Bainbridge Island Park & Recreation District and Bainbridge Island Boys & Girls Club. She is a graduate of Winona State University and originally from Wisconsin.

Volunteers & Contributions

- Longview Recreation received \$5,911 from the Drug Free Communities for programs in the Highlands area. The grant funded projects are to increase the St. Helens out of school hours until 7:30 pm on Monday through Thursday. This grant will allow us to provide additional homework help with a math component and projects along with enrichment classes in guitar and sewing. The funds also provide screening and training for Central Youth Baseball coaches at Archie Anderson Park.
- Forty-nine volunteers donated 221 hours during the month at recreation programs.

Facility Use

- **Buildings**

<u>Building</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>Schools</u>
McClelland Center	50		7	
Woman's Club	36	3	1	
Elks Building	16			
Catlin Center	49			
Senior Center	43	39		
Square Dance	4			
<i>Total</i>	<i>198</i>	<i>42</i>	<i>8</i>	

- **Picnic Areas & Outdoor Facilities**

<u>Facility</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>School</u>
Lake Sacajawea	1	2	8	50
Garden Plots			58	
7 th Avenue			2	
Victoria Freeman	1	2	1	
John Null		3		
<i>Total</i>	<i>2</i>	<i>7</i>	<i>69</i>	<i>50</i>

- **Sport Field Use**

<u>Facility</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Schools</u>
7 th Ave Softball		30	
7 th Ave Soccer		30	
John Null baseball		30	
Archie Anderson		30	
Roy Morse Baseball		30	
Victoria Freeman	4		
Roy Morse Softball	23	4	
Mint Valley Golf	12		
<i>Total</i>	<i>39</i>	<i>154</i>	

- **Facility Use Totals**

<u>Category</u>	<u>City Programs</u>	<u>Non Profit</u>	<u>Private</u>	<u>Schools</u>
Buildings	198	42	8	
Picnic Areas	2	7	69	50
Sport Fields	39	154		
<i>Total</i>	239	203	77	50

**Longview Visual Arts Commission
Minutes of the June 21, 2006 Special Meeting**

Members Present: Leon Lowman, Julie Kendall, Paula Biwer, and Judy Fuller

Members Absent: Hans Schaufus

Staff Present: Rich Bemm

Guests: Jim Demetro, John Chilson, and Bill Kasch

The Commission met at 5:00 pm to evaluate the bust of R.A. Long that artist Jim Demetro has been sculpting for the downtown art project. Jim shared the clay model and compared it with the photos he had been referencing. Commission members were very impressed and commented on the quality of the likeness. Leon stated that the artist had captured the essence of the man and that the eyes were full of expression.

Julie made the motion to endorse the design and authorize the artist to proceed. After a second from Judy there was a unanimous vote of approval.

The meeting was adjourned at 5:20 pm.

Longview Visual Arts Commission Minutes of the July 6, 2006 Meeting

Members Present: Leon Lowman, Paula Biwer, and Judy Fuller

Members Absent: Hans Schaufus, and Julie Kendall

Staff Present: Rich Bemm

Vise Chair Paula Biwer called the meeting to order at 5:30 pm

Approval of Minutes

On a motion by Judy and second by Leon, the minutes were unanimously approved as submitted.

Changes to the Agenda

Paula asked to add that the high school art teachers would like a better choice of times to hold the art show at the McClelland Center. Rich informed her that this year they procrastinated over what date they would like and by the time they made up their minds on a date, the building was already booked for their first choices. He also suggested they designate an individual to be the contact person with our department now that the art teacher from Kelso is no longer interested in being the organizer of the art show. Leon asked what this matter has to do with the commission and suggested that it be left with the recreation department to handle.

Old Business

R.A. Long Sculpture Panel – Rich said he planned to have this panel available for the commission to review prior to it being delivered to the graphic artist. However, he indicated that John Chilson had not been able to complete it in time for the meeting. Rich will bring the draft from the artist to the commission when it is available. Judy asked if there will be a brochure handed out at the dedication ceremony. Rich said that he would check with Mr. Chilson. Paula thought it would be good to have the Daily News write an article promoting the dedication ceremony. The draft of the panels for the totem pole and the historic Monticello marker were completed and shared with the commission.

Art Walk Brochure – Paula shared that she did not have anything to present because her time has been dedicated to her daughter's wedding plans. She indicated that she will collect the additional pictures she needs and hopefully have something for our next meeting in October.

Art Collection Inventory Form – Rich asked the members if they had any additional pieces of artwork that should be included with the list of items in the inventory. The following were suggested: Artwork at St. Johns Hospital, Library, LCC, R.A. Long and Mark Morris High Schools, and possibly the Columbia Theater.

New Business

Locations for Hanging Artwork Display – Rich asked for suggested locations to place donated hanging artwork. The following suggestions were presented: Library, golf course clubhouse, Columbia Theater lobby, City Hall, Recreation Administration Building, and the post office lobby. There was concern regarding the post office since the lobby is open during hours when there is no staff present.

Art Walk Downtown – After the art walk and car show that took place downtown recently, some members suggested that the artwork portion needed to be emphasized more to let the public know that it was part of the event. Judy thought that the commission could work with the organizers of the event and offer help in perhaps holding an event just for artwork or a partnering event again that includes more artists displays out on the sidewalks or the closed streets. It was suggested to put this on the agenda for the January meeting.

Adjournment

With there being no further business, the meeting was adjourned at 6:20 pm.

Submitted by Rich Bemm

**Minutes of the April 26, 2006
Mint Valley Golf Course Advisory Committee Meeting**

Members Present: Al Smith, Betty Rush, and Gene Moenck

Members Absent: Dave Polk, and Scott Moultime

Staff Present: Rich Bemm, Mahlon Moe, Scott Knapp, and Liz Davis

Chairman Al Smith called the meeting to order at 4:15 pm.

Approval of Minutes

On a motion by Gene Moenck and a second by Betty Rush the minutes from the January 18, 2006 meeting were unanimously approved as submitted.

Constituent Comments

None.

Committee Member Comments

Betty remarked about the course being torn up. Scott replied they will be dragging the greens again.

Al Smith discussed the trap reduction and said he felt it lessens the quality of the course, with the exception of #18. Rich noted that this item is on the agenda and can be discussed further at that time.

Reports

Maintenance Superintendent

In addition to his written report, Scott Knapp reported that the restrooms on #10 are almost completed. Irrigation work is underway and bark dust has been placed at the Pro Shop. Rich said that city council will consider granting a special water rate to the course which would allow the staff to discontinue pumping from the lakes at least until it can be determined whether to rebuild the pump station. Scott noted that the existing line is too small (6") and should be an 8-10" pipe for adequate flow.

Golf Professional

Mahlon reported the following coupons are valid until June; CD Saver, Oregonian, Smart Card; Great Value, Diners Club and Fundraising Express. Radio ads will be airing on KLOG. Mahlon distributed a copy of the 'CD Saver' to each member.

He noted that pass sales have been slow however; many who have purchased them are first time pass holders.

Al remarked on the row of trees behind #14 green looks nice and provide the intended protection.

Gene asked Mahlon the policy for 5 somes and urged staff to keep up the signage.

Director

Financial Report - Rich reviewed year to date revenue and expense reports, noting that during January pass play kept the course going, noting that February and March showed a downward trend in rounds played due to all the rain.

Green Fee Rates –At the January committee meeting, Al suggested tabling the discussion the decision regarding rates until this meeting at which time Three Rivers should have finalized their rates. Rich informed the committee that Three Rivers was not increasing their rates and suggested that Mint Valley fees remain the same as committee members recommended at the January meeting. On a motion by Al and a second by Betty, there was unanimous approval to retain the 2005 rates. Al suggested holding a discussion with the Three Rivers staff so we don't continue to under price ourselves. Rich will initiate a meeting.

Vancouver Promotional - Rich used a computer to demonstrate the 'CD Saver' promotional program featuring an ad for Mint Valley. Mahlon said the cost for this ad was \$600.

Draft Annual Report Review - Rich asked the committee if there was anything they would like included in the format. He noted this is the first time an annual report was produced for the course. Al suggested creating a rounds comparison chart to match with the precipitation bar chart for daily vs. weekend play. Rich noted that he would have to request a software change in the point of sale program, but would check into that option. The committee members indicated they liked the information and felt the report was worthwhile.

Old Business

Bunker Modification Review - Rich reviewed the reason for the modifications which were to improve play, reduce maintenance costs, and enhance traffic flow. He noted that staff will be working on #2 in the fall. Al suggested adding bunkers when funds are available. He felt that it was beneficial to the course that the superintendent is a golfer and understands the public golfers concerns.

Scott said that three pine trees on #6 are dying. He is considering removing six of them and planting new ones. Al suggested posting an information sheet explaining the project before it begins. Al noticed that the trees at holes number 16 and 15 areas transitioning well.

Vandalism Update - In response to the increase in vandalism and as discussed at the January meeting, staff direct mailed letters to the neighborhoods surrounding the golf course asking their assistance. Rich said he received several positive responses with many area residents offering to keep vigil. Staff feels the letters served as a deterrent, since no incidents have occurred since the letters were sent.

New Business

Course Inspection for Next Meeting - The committee agreed that this tour was a positive experience and would like to play the back 9 in July. Members will be contacted and reminded to RSVP prior to the tour.

Adjournment

With there being no further business, the meeting was adjourned at 5:30 pm.

The next regular meeting will be held on July 19, 2006 at 4:15 p.m.

Secretary to the Committee

**Minutes of the July 19, 2006
Mint Valley Golf Course Advisory Committee Meeting**

Members Present: Al Smith, Scott Moultime, Betty Rush, and Gene Moenck

Members Absent: Dave Polk

Staff Present: Rich Bemm, Mahlon Moe, and Scott Knapp

Following the tour of the back nine holes of the course, the meeting was called to order by Al Smith at 6:15 pm.

Approval of Minutes

On a motion by Betty Rush and a second by Scott Moultime the minutes from the April 26, 2006 meeting were unanimously approved as submitted.

Constituent Comments

None.

Committee Member Comments

The committee members agreed that the course is in great condition and that staff is providing the attention needed.

Reports

Maintenance Superintendent

In addition to the report submitted in the committee packets, Jim mentioned that staff is monitoring the irrigation system and hand watering those areas that are under stress. He also noted that most of the part-time staff is new and have required a good amount of supervision. Al stated that he felt they were very mindful of the golfers and seemed to know their way around the course. In addition, staff is fertilizing greens, tees, and fairways and applying wetting agents.

Golf Professional

In addition to his report, Mahlon noted that the number of golfers coming from out of town is down from past years, a consequence he attributed to the cost of gasoline. Golfers using the Oregonian ad coupons are down 15% so far. The "Saver CD" promotion in the Vancouver area generated only 55 golfers. It has been expanded to the Portland area for July through September at no additional cost to see if that will increase the users. Tournament participation seems to be consistent with past years.

Director

Tour Discussion - Rich asked for comments from the committee members following the tour of the back nine holes. Gene asked for containers for broken tees on the par-3 holes, suggested a small sand trap being added in front of #12 green, expressed his concern with the steel retaining wall along #17 green - feeling that it will need to be straightened in

future years, and noted that he appreciated having the rough on the left of #13 white tee being mowed back to the blue tee. Al asked that the low, broken branches be cut back to the trunks of the trees so as not to injure anyone and suggested a sand trap in front of the pond on #18. There was consensus that the course is in great shape.

Financial Report - Rich shared the June financial report, which showed revenues \$7,000 under projections and \$3,400 under to date. Expenditures were \$12,000 under projections and \$13,500 under to date. The rainy days during the month seemed to be the main factor. The play and revenue report for April showed rounds up by 1,000 over last year's April count and nearly \$18,000 in revenue. The May report showed similar numbers with 2006 showing 1,200 additional rounds and \$4,400 additional revenue. The difference was less drastic for June with only 550 additional rounds and \$3,400 in revenue.

Old Business

There was none.

New Business

Betty mentioned that some of the Women's Club outings are too large for the existing clubhouse space and she was wondering if the windows on the north side of the building could be converted to French or sliding doors in order to open the deck up to the area inside. Others thought this was a good idea. Rich shared that the capital plans are to expand the deck out toward the driving range in order to better accommodate outings and tournaments and provide a better atmosphere, thus encouraging golfers to stay and eat after golf.

Adjournment

With there being no further business, the meeting was adjourned at 7:20 pm.

The next regular meeting will be held on October 18, 2006 at 4:15 p.m.

Secretary to the Committee