



City of Longview

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

Agenda

City Council

Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Angie Wean
Council Member Spencer Boudreau
Council Member Hillary Strobel
Council Member Erik Halvorson

Tuesday, November 28, 2023

6:00 PM

2nd Floor, City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a special meeting in the Longview City Hall Council Chamber, 1525 Broadway, Longview, on Tuesday, November 28, 2023 at 6:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Office at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting. Please note - virtual attendees may comment verbally during public hearings only. Virtual attendees may also submit written comments to the Clerk's Office with the heading, "Public Comment for disbursement to the City Council".

<https://us02web.zoom.us/j/82394132374>

Telephone options (dial any of the following numbers):

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

Webinar ID: 823 9413 2374

1. CALL TO ORDER
2. INVOCATION*/FLAG SALUTE
23-001710 RYAN HANSON, TIMBERLAKE CHURCH

3. ROLL CALL

23-001775 SWEARING-IN OF NEWLY ELECTED COUNCIL MEMBER, COUNCIL POSITION NO. 3,
SHORT TERM NOVEMBER 28 - DECEMBER 31, 2023

4. WORKSHOP**5. APPROVAL OF MINUTES**

23-001668 NOVEMBER 14, 2023 SPECIAL MEETING

6. CHANGES TO THE AGENDA**7. PRESENTATIONS & AWARDS**

23-001669 RECOGNITION OF FIRE CHIEF JIM KAMBEITZ

23-001691 HISTORIC PRESERVATION COMMISSION TO PRESENT THE 2023 ROBERT A. LONG
HISTORIC PRESERVATION AWARD TO JH KELLY

8. CONSTITUENTS' COMMENTS (Thirty Minutes)**9. PUBLIC HEARINGS**

23-001670 PROPOSED 2023-2024 MID-BIENNIUM BUDGET AMENDMENT (2ND HEARING)

RECOMMENDED ACTION:

CONDUCT THE PUBLIC HEARING (2ND HEARING)

10. BOARD & COMMISSION RECOMMENDATIONS

23-001762 PLANNING COMMISSION RECOMMENDATION FOR A COTTAGE HOUSING
ORDINANCE, LMC CHAPTER 19.23

RECOMMENDED ACTION:

APPROVE PC RECOMMENDATION ON COTTAGE HOUSING AND DIRECT CITY
ATTORNEY TO REVIEW AN ORDINANCE ESTABLISHING SAID USE

11. ORDINANCES & RESOLUTIONS

23-001673 ORDINANCE NO. 3504 - REPEALING LMC 6.04 POUNDMASTER AND AMENDING LMC
6.06 - ANIMALS AND ANIMAL CONTROL

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3504

23-001706 RESOLUTION NO. 2467 - AUTHORIZING AD VALOREM TAX

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2467

23-001707 ORDINANCE NO. 3499 - SETTING AD VALOREM TAX (2ND READING)

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3499

23-001708 ORDINANCE NO. 3500 - 2023-2024 MID-BIENNIUM BUDGET AMENDMENT (2ND
READING)

RECOMMENDED ACTION:
MOTION TO ADOPT ORDINANCE NO. 3500

23-001772 RESOLUTION NO. 2469 – INTERLOCAL AGREEMENT WITH THE PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY FOR PROCUREMENT AND INSTALLATION OF HIGHLANDS NEIGHBORHOOD STREETLIGHTS

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2469.

23-001744 RESOLUTION NO. 2470 - INTERLOCAL AGREEMENT WITH HOUSING OPPORTUNITIES OF SOUTHWEST WASHINGTON MEMORIALIZING USAGE OF THE .01 SALES TAX FOR AFFORDABLE HOUSING AND 1406 MONIES ON STRATEGIES AND TARGET POPULATIONS THE CITY AIMS TO SERVE AND ASSIST

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2470

12. MAYOR'S REPORT

13. COUNCILMEMBERS' REPORTS

23-001731 APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

RECOMMENDED ACTION:
APPROVE RECOMMENDED APPOINTMENTS

14. CONSENT CALENDAR

23-001590 APPROVAL OF CLAIMS

23-001675 RESOLUTION NO. 2468 - SURPLUS CITY OFFICE SUPPLIES AND EQUIPMENT

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2468

23-001761 PROPOSED ANNEXATION – 4511 OCEAN BEACH HWY AND ASSOCIATED PORTIONS OF OLIVE WAY AND 46TH AVE

RECOMMENDED ACTION:
MOTION TO APPROVE OF THE PROPOSED ANNEXATION AREA AND ZONINGS

23-001770 BID REVIEW – WASHINGTON WAY COMPLETE STREETS PROJECT

RECOMMENDED ACTION:
MOTION TO ACCEPT THE LOW BID AND AWARD TO ADVANCED EXCAVATING SPECIALISTS, LLC, IN THE AMOUNT OF \$ 3,399,254.15

23-001771 BID REVIEW – 2024 CHEMICAL PURCHASES

RECOMMENDED ACTION:
MOTION TO AWARD CHEMICAL PURCHASE BIDS TO THE BIDDERS IDENTIFIED IN THE AGENDA SUMMARY.

23-001773 CONSULTANT AGREEMENT WITH PBS ENGINEERING & ENVIRONMENTAL FOR NICHOLS BLVD & OLYMPIA WAY PAVEMENT RESTORATION

RECOMMENDED ACTION:
MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONSULTANT AGREEMENT WITH PBS ENGINEERING & ENVIRONMENTAL

15. CITY MANAGER'S REPORT

23-001774 PROFESSIONAL, TECHNICAL, AND ADMINISTRATIVE (PTA) EMPLOYEES 2024 SALARY AND BENEFITS

RECOMMENDED ACTION:
MOTION TO APPROVE RECOMMENDED PTA SALARY AND WAGES FOR 2024

23-001676 ADOPTION OF 2024 STATE LEGISLATIVE AGENDA

16. MISCELLANEOUS

17. EXECUTIVE SESSION

18. ADJOURNMENT

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

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, DECEMBER 14, 2023 – 6:00 P.M.

NEXT SPECIAL WORKSHOPS:

THURSDAY, DECEMBER 7, 2023 – 5:00 P.M. – UTILITY RATES



City of Longview

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Minutes

City Council

*Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Angie Wean
Council Member Spencer Boudreau
Council Member Hillary Strobel
Council Member Christopher Ortiz*

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2nd Floor, City Hall

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Webinar ID: 823 9413 2374

1. CALL TO ORDER
Mayor Wallis called the meeting to order at 6:02 p.m.
2. INVOCATION*/FLAG SALUTE

23-001709 JERRY CHAPMAN, EVANGEL CHRISTIAN FELLOWSHIP

After the invocation provided by Jerry Chapman of Evangel Christian Fellowship, the flag salute was recited.

3. ROLL CALL

Present: Mayor Wallis, Mayor Pro Tem Wallin, Councilmember Kendall, Councilmember Wean, Councilmember Strobel, Councilmember Boudreau

Absent: Councilmember Ortiz

Staff Present: City Manager Kris Swanson, City Attorney Dana Gigler, City Clerk Tiffany Ostreim, Public Works Director Ken Hash, Assistant City Manager Ann Rivers, Parks & Recreation Director Jen Wills, Police Chief Robert Huhta, Human Resources Director Sabrina Fraidenburg

4. WORKSHOP**5. APPROVAL OF MINUTES****23-001677 OCTOBER 26, 2023 REGULAR MEETING MINUTES**

A motion was made by Councilmember Strobel, seconded by Councilmember Kendall, to approve the October 26, 2023 Regular Meeting Minutes. The motion carried unanimously.

6. CHANGES TO THE AGENDA**7. PRESENTATIONS & AWARDS****23-001719 PROCLAMATION - LONGVIEW PIONEER LIONS DAY, NOVEMBER 30, 2023
RECIPIENT: CHERYL COAST**

Mayor Wallis presented the proclamation to Cheryl Coast, who accepted on behalf of Longview Pioneer Lions Club.

23-001679 SALVATION ARMY FINAL 12 MONTH CONTRACT REPORT

Salvation Army Major Phil Smith and Case Manager Hollie Hillman presented.

8. CONSTITUENTS' COMMENTS (Thirty Minutes)

George Robertson provided public comment.

Jo Brewer provided public comment.

Donna MacKenzie provided public comment.

Dian Cooper provided public comment.

Larry Crosby provided public comment.

Ron Kosloski provided public comment.

Joseph MacKenzie provided public comment.

Bill Youngren provided public comment.

Mary Lyons provided public comment.

Mike Pederson provided public comment.

Rose, Chai Rivers Recovery Cafe, provided public comment and a handout.

Tricia Junker Rodman provided public comment.

Joseph Gregory Hobson provided public comment.

Shannon McLain provided public comment.

Erik Halvorson provided public comment and submitted a letter signed by him, Keith Young and Kalei LaFave.

Derek Fine provided public comment.

Jason Still provided public comment.

*Shannon Gilman provided public comment.
Allison Moss provided public comment.
Shawn Nyman provided public comment.
John Melink provided public comment.
Anne Bennett provided public comment.
Colby Connerly provided public comment.
Teresa Purcell provided public comment.
Rayleen Aguirre provided public comment.
Megan Richie provided public comment.
Michael O'Neill provided public comment.*

9. PUBLIC HEARINGS

**23-001686 2023 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)
PUBLIC HEARING**

RECOMMENDED ACTION:

HOLD A PUBLIC HEARING ON THE 2023 CAPER REPORT FOR PUBLIC COMMENT. NO FURTHER ACTION IS NEEDED UPON COMPLETION OF THE PUBLIC HEARING.

*Community Development Program Coordination Specialist Kenny Robinson presented.
Council discussed the presentation.
Mayor Wallis opened the public hearing at 7:38 p.m.
Mike Pederson provided public comment.
Michael O'Neill provided public comment.
Teresa Purcell provided public comment.
Vicki Echert provided public comment.
A citizen, name unstated, provided public comment.
Larry Crosby provided public comment.
A citizen, name unstated, provided public comment.
Joseph Gregory Hobson provided public comment.
Mayor Wallis closed the public hearing at 7:47 p.m.*

23-001692 PROPOSED REVENUE SOURCES FOR THE 2024 GENERAL FUND BUDGET

RECOMMENDED ACTION:

CONDUCT THE PUBLIC HEARING.

*City Manager Kris Swanson presented.
Mayor Wallis opened the public hearing at 7:55 p.m.
Ron Kosloski provided public comment.
Jason Still provided public comment.
Michael O'Neill provided public comment.
Daryl VanDinter provided public comment.
Sarah Curtis provided public comment.
Tim Shay provided public comment.
Keith Young provided public comment.
Mayor Wallis closed the public hearing at 8:17 p.m.*

23-001693 PROPOSED 2023-2024 MID-BIENNIAL BUDGET AMENDMENT (1ST HEARING)

RECOMMENDED ACTION:

**CONDUCT THE PUBLIC HEARING. SECOND PUBLIC HEARING IS SCHEDULED
NOVEMBER 28, 2023**

*City Manager Kris Swanson presented.
Council discussed the presentation.
Mayor Wallis opened the public hearing at 8:18 p.m.
Larry Crosby provided public comment.
Mike Pederson provided public comment.*

*Rosemary Siipola provided public comment.
Jason Still provided public comment.
A citizen, name unstated, provided public comment.
Michael O'Neill provided public comment.
Kennan Harvey provided public comment on-line.
Mayor Wallis closed the public hearing at 9:04 p.m.*

The Council took a 10 minute recess at 9:05 p.m. and reconvened at 9:15 p.m. with all members as present at roll call.

10. BOARD & COMMISSION RECOMMENDATIONS

11. ORDINANCES & RESOLUTIONS

23-001703 ORDINANCE NO. 3499 - PROPOSED REVENUE SOURCES FOR THE 2024 GENERAL FUND BUDGET (1ST READING)

**RECOMMENDED ACTION:
NO ACTION REQUIRED FOR FIRST READING**

First reading of the ordinance was provided. No action required for first reading.

23-001704 ORDINANCE NO. 3500 - PROPOSED 2023-2024 MID-BIENNIUM BUDGET AMENDMENT (1ST READING)

**RECOMMENDED ACTION:
NO ACTION REQUIRED FOR FIRST READING**

First reading of the ordinance was provided. No action required for first reading.

12. MAYOR'S REPORT

Mayor Wallis provided a report. Requested concurrence for sending a letter to the Board of Cowlitz County Commissioners in support of a sixth Superior Court Judge; Council concurred.

13. COUNCILMEMBERS' REPORTS

*Councilmember Wallin provided a report.
Councilmember Boudreau provided a report.*

14. CONSENT CALENDAR

Councilmember Boudreau requested the Renewal of Professional Services Agreement with the Salvation Army be pulled for separate consideration; Council concurred.

A motion was made by Councilmember Kendall, seconded by Councilmember Wean to amend Section 4 Paragraph B of the agreement to state: "This agreement may be terminated by either party with cause upon ninety (90) days' written notice..."

Jason Still provided public comment.

Tricia Junker Rodman provided public comment.

The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Strobel, Councilmember Wallin, and Mayor Wallis

Nays: Councilmember Boudreau

A motion was made by Councilmember Wallin, seconded by Councilmember Strobel to amend Section 4 Paragraph A of the agreement to state: "The term of this Agreement shall be from the date of execution to November 15, 2025..."

Sarah Curtis provided public comment.

A citizen, name unstated, provided public comment.

Jason Still provided public comment.
Teresa Purcell provided public comment.
Tricia Junker Rodman provided public comment.
Tim Shay provided public comment.
A citizen, name unstated, provided public comment.
Council discussed the amendment.
Shannon Gilman provided public comment.
Mike Pederson provided public comment.

The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Strobel, Councilmember Wallin, and Mayor Wallis

Nays: Councilmember Boudreau

Councilmember Boudreau spoke on Attachment A and B - changing words from encourage to require.
Hollie Hillman provided public comment.
City Attorney Dana Gigler provided clarification.
Tricia Junker Rodman provided public comment.

A motion was made by Councilmember Strobel, seconded by Councilmember Kendall to approve the Renewal of Professional Services Agreement with the Salvation Army as amended.

The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Strobel, Councilmember Wallin, and Mayor Wallis

Nays: Councilmember Boudreau

A motion was made by Councilmember Strobel, seconded by Councilmember Wean to approve the Consent Calendar.

Jason Still provided public comment.

The motion carried unanimously.

23-001589 APPROVAL OF CLAIMS

23-001681 RENEWAL OF PROFESSIONAL SERVICES AGREEMENT WITH THE SALVATION ARMY TO OPERATE HOPE VILLAGE FOR THE YEAR 2024.

23-001683 ORDINANCE 3503 - 636 CALIFORNIA WAY CODE AMENDMENT

RECOMMENDED ACTION:

APPROVE ORDINANCE 3503 AMENDING LMC 19.58 PERMITTED USES.

23-001695 ORDINANCE 3502 - 5824 OCEAN BEACH HWY REZONE

RECOMMENDED ACTION:

APPROVE ORDINANCE 3502 REZONING OF 5824 OCEAN BEACH HWY.

15. CITY MANAGER'S REPORT

23-001680 VANDERCOOK PARK RESTROOM OPTIONS

RECOMMENDED ACTION:

MOTION TO DIRECT STAFF ON PREFERRED VANDERCOOK PARK RESTROOM LOCATION

Public Works Director Ken Hash presented.

Councilmembers discussed the presentation.

Parks and Recreation Director Jen Wills provided information.

A motion was made by Councilmember Strobel, seconded by Councilmember Kendall, to direct staff to move forward on Option 1, the current restroom location.

Mark Minthorn provided public comment.

Michael O'Neill provided public comment.

Vicki Echert provided public comment.

Jason Still provided public comment.

The motion carried unanimously.

23-001678 DISCUSSION ON 2024 DRAFT STATE LEGISLATIVE AGENDA

City Manager Kris Swanson presented. The draft agenda has been condensed. Will be on the agenda of November 28, 2023 for final adoption.

23-001684 ANIMAL CONTROL UPDATE AND POTENTIAL LMC CHANGES

RECOMMENDED ACTION:
INFORMATION ONLY

Police Chief Robert Huhta presented.

Council discussed the presentation.

City Manager Kris Swanson announced the Council's November 17 meeting/training is cancelled and will be rescheduled.

Cascade Way at Laurel Road will be closed November 15, 2023 as Lakeside Industries does repaving work.

Highlands lighting project is moving forward and should be completed by December 15, 2023.

Mayor Wallis asked to be excused from the November 28, 2023 Council Special Meeting.

16. MISCELLANEOUS

17. EXECUTIVE SESSION

18. ADJOURNMENT

The meeting was adjourned at 11:05 p.m.

Tiffany Ostreim
City Clerk

Approved: _____
Mayor

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NEXT SPECIAL COUNCIL MEETINGS:

TUESDAY, NOVEMBER 28, 2023 – 6:00 P.M. (NOVEMBER 23, 2023 CANCELLED)

NEXT SPECIAL COUNCIL WORKSHOPS:

THURSDAY, DECEMBER 7, 2023 - 5:00 P.M. - UTILITY RATES

WEDNESDAY, DECEMBER 13, 2023 - 6:00 P.M. - 2024 STATE LEGISLATIVE AGENDA - GRANT'S RESTAURANT

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, DECEMBER 14, 2023 – 6:00 P.M.

Mayor Wallis, members of Council, thank you.

Robert Alexander Long brought the full resources of his company when he founded Longview in 1923. It was an effort previously unknown in the still-young state of Washington, with thousands of people and untold tons of equipment. In the same year, a plumber named Jack Kelly made his way south from Prince Rupert, headed for the sunnier climes of Long Beach, California.

He never made it. Longview needed a plumber, so he set up shop here. Along with the plumbing business, he started up a soccer team. And as the business grew, so did the number of projects to benefit the community.

One hundred years later, Longview and JHKelly have both changed. Longview is more than the planned city surrounding the world's largest sawmill, and JHKelly is more than a local plumbing outfit. Over the years, JHKelly has donated labor and worked with other companies to make multiple projects a reality. You have seen their work in the Japanese Garden bridge and squirrel bridges, the log arch and Harlie's Hoops. The Monticello Convention Site marker is brand new and the 100 year monument is still to come.

We, your Historic Preservation Commission, find that JHKelly has met the following selection criteria:

- c) raised citizen awareness of heritage, cultural, or aesthetics of the city, thus helping create civic pride and further the prosperity and welfare of the city;
- d) fostered civic pride in accomplishments of the past and sense of identity based on the city's history

We are pleased to present the 2023 Robert A Long Historic Preservation Award to JHKelly.



City of Longview

Agenda Summary

PROPOSED 2023-2024 MID-BIENNIUM BUDGET AMENDMENT (2ND HEARING)

RECOMMENDED ACTION:

CONDUCT THE PUBLIC HEARING (2ND HEARING)

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management of the City.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Public Hearing Notices on the 2023-2024 Biennial budget amendment were published on November 2, 2023 and November 9, 2023. The subject ordinance has been prepared to amend the 2023-2024 biennial budget to authorize expenditures unforeseen at the time the 2023-2024 biennial budget was adopted. These amendments affect the General Fund, as well as the Arterial Street, HOME, Insurance Reserve, Criminal Justice, Transportation Benefit District, Capital Projects, LID Construction, Building Replacement, Water, Sewer, Storm Water, and Golf funds in the 2023-2024 biennial budget.

Budget amendments require two hearings before the Council. This evening's hearing represents the second hearing.

STAFF CONTACT:

Kris Swanson, City Manager

Attachments:

1. 2023-2024 Mid-biennium budget amendment

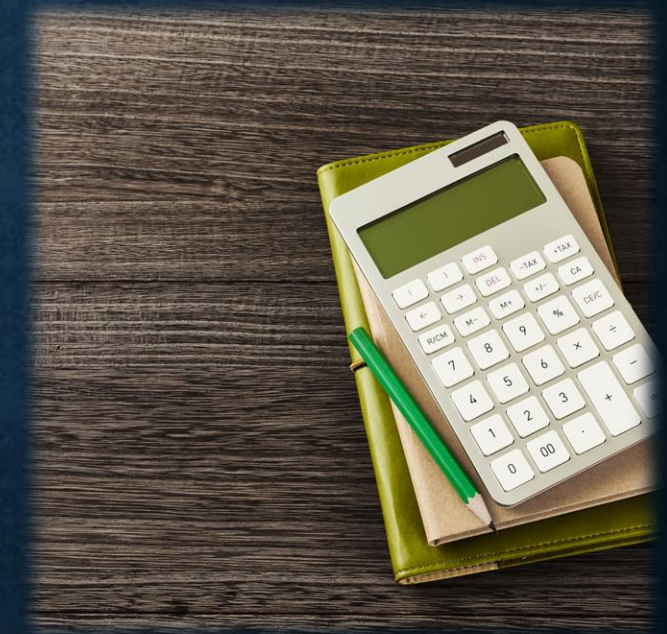
2023-2024 MID-BIENNIUM BUDGET AMENDMENT

November 14, 2023

GENERAL FUND REVIEW

New Revenue Sources

- Passed Ordinance No. 3474 on January 12, 2023, to levy an additional one-tenth of one percent (.001) *sales and use tax for affordable housing* (effective April 1, 2023) - \$860K in 2023 / \$900K in 2024
- Passed Ordinance No. TBD 23-01 on January 12, 2023, to *increase vehicle license fee from \$20 to \$40* (effective for renewals after July 12, 2023) - \$275K in 2023 / \$600K in 2024
- Passed Resolution No. 2431 on January 12, 2023, electing to operate its own local homeless housing program and *collect the percentage of County document recording fees* allowed by RCWs 36.22.179 and 36.22.1791 (effective immediately) - \$150K in 2023 / \$200K in 2024



GENERAL FUND REVIEW

General Fund Revenue – “Three-Legged Stool”

- **Property Tax – 2023 Budget \$9,552,110**
 - ✓ Includes 1% increase in regular levy, plus banked capacity, amounts from new construction, annexations, increases in state-assessed property values, and the refund levy
 - ✓ \$400K dedicated to Economic Development Fund for Mint Farm Industrial Park
 - ✓ Collected \$5.67 million through September 30 – 59% of budget
 - ✓ Year-end projection is the budgeted \$9.55 million – 3.9% greater than 2022
- **Local Sales & Use Tax – 2023 Budget \$11,556,880**
 - ✓ Collected \$9.46 million through September 30 – 82% of budget
 - ✓ Year-end projection is \$12.5 million – 8.2% over budget and 6.8% greater than 2022
- **Business & Occupation Tax (B&O Tax) – 2023 Budget \$12,579,420**
 - ✓ Business B&O – Collected \$2.64 million through September 30 - 80% of Business B&O budget
 - ✓ Utility B&O – Collected \$7.03 million through September 30 – 76% of Utility B&O budget
 - ✓ Year-end projection is \$12.3 million – 8.8% greater than 2022



GENERAL FUND REVENUES

Revenue:	2023 Budget	Thru 3 rd Quarter	2023 Projected
Taxes	\$35,225,890	25,890,540	35,492,920
Licenses & Permits	1,180,750	1,115,290	1,119,250
Intergovernmental	3,625,770	3,662,140	4,131,740
Charges for Services	3,790,950	2,714,240	2,969,120
Fines & Forfeits	461,600	229,810	266,200
Miscellaneous	413,490	1,461,460	1,510,360
Transfers	343,500	1,535,500	1,535,500
Beginning Cash Required to Balance	1,432,610	0	970,810
Totals	\$46,474,560	\$36,608,980	\$47,995,900

GENERAL FUND EXPENDITURES

Expenditures:	2023 Budget	Thru 3 rd Quarter	2023 Projected
General Government	\$7,381,610	\$5,244,370	7,066,860
Public Safety	25,522,180	19,511,470	26,819,580
Transportation	4,770,630	3,384,440	4,437,750
Community & Economic Development	1,504,850	1,738,260	2,106,100
Culture & Recreation	5,925,360	4,363,440	5,818,700
Non-Departmental	335,990	105,050	361,600
Capital Outlays	98,620	93,610	173,850
Transfers	935,320	695,470	1,211,460
Totals	\$46,474,560	\$35,136,110	\$47,995,900

FUND BALANCE

General Fund Summary	2023 Budget	2023 Projected
Revenue	\$45,041,950	\$47,025,090
Expenditures	(46,474,560)	(47,995,900)
Beginning Cash Required to Balance	(\$1,432,610)	(970,810)
Fund Balance Calculation		
Beginning Fund Balance	17,650,000	18,987,950
Beginning Cash Required to Balance	(1,432,610)	(970,810)
Ending Fund Balance	\$16,217,390	\$18,017,140
% of Ending Fund Balance	34.9%	37.5%

BUDGET AMENDMENTS

GENERAL FUND

REVENUES: \$2,495,910

- Increased Sales Tax
- Increased B&O Tax
- Washington State Department of Commerce grants for Hope Village
- Investment Earnings
- Transfer in from Transportation Benefit District (annual)
- Less fund balance required

EXPENDITURES: \$2,495,910

- Police Officer Overtime
- Prisoner Room & Board
- Hope Village Operational expenses
- Case management and grant software needs
- Transfer out to Mint Valley Golf fund

ARTERIAL STREET FUND

REVENUES: \$1,359,590

- Federal Surface Transportation Block Grant
- State Transportation Investment Board funding
- Investment earnings

EXPENDITURES: \$1,359,590

- 46th Avenue Reconstruction project

HOME FUND

REVENUES: \$1,085,000

- Affordable Housing Sales Tax (Ordinance 3474)
- Document Recording Fees (Resolution 2431)
- Increased Affordable Housing State Shared Revenue

EXPENDITURES: \$1,085,000

- Contribution to fund balance



INSURANCE RESERVE FUND

REVENUES: \$359,930

- Investment earnings
- Increased industrial insurance contributions
- Less fund balance required

EXPENDITURES: \$359,930

- Public Information Officer
- Increased fire and liability insurance premiums
- Unusually high accident repair costs

CRIMINAL JUSTICE FUND

REVENUES: \$180,000

- Byrne Discretionary Grant
- Pedestrian and Cycling Safety Grant
- Officer Wellness Grant
- Funding for Use of Force Training Grant
- State Mental Health Field Response Grant
- Phlebotomy Pilot Project Grant

EXPENDITURES: \$180,000

- Grant funded Behavioral Health Specialist positions
- Increased supply expenditures related to grant funding

TRANSPORTATION BENEFIT DISTRICT FUND

REVENUES: \$150,970

- Vehicle Fees increased from \$20 to \$40, effective July 12 (Ordinance TBD 23-01 on January 12, 2023)

EXPENDITURES: \$150,970

- Complete California Way Rehabilitation project
- Annual transfer out to General Fund for Street crew supplies and equipment costs
- Contribution to ending fund balance

CAPITAL PROJECTS FUND

REVENUES: \$4,056,770

- American Rescue Plan Act (ARPA) funding
- Washington State Department of Commerce grants
- Community Development Block Grant (CDBG)
- Recreation Conservation Office grant
- Less fund balance required

EXPENDITURES: \$4,056,770

- Complete carryover projects
- Cloney Park Inclusive Playground planning design
- Mint Valley Golf irrigation replacement project
- Windemere Park Playground
- Highlands Lighting Improvements

LOCAL IMPROVEMENT DISTRICT CONSTRUCTION FUND

REVENUES: \$474,200

- Economic Development Agency grant – Beech Street LID
- LID #352 Prepayments

EXPENDITURES: \$474,200

- Finalize LID #352 Beech Street Extension project
- Contribute to ending fund balance

BUILDING REPLACEMENT FUND

REVENUES: \$500,000

- American Rescue Plan Act (ARPA) funding
- Washington State Department of Commerce grants
- Investment earnings
- Less fund balance required

EXPENDITURES: \$500,000

- Library HVAC and window replacement project

WATER OPERATING FUND

REVENUES: \$2,511,600

- Investment earnings
- Increase fund balance requirements

EXPENDITURES: \$2,511,600

- Transfer out to Water Construction for capital projects

WATER CONSTRUCTION FUND

REVENUES: \$115,000

- American Rescue Plan Act (ARPA) funding
- Investment earnings
- Transfer in from Water Operating fund
- Decrease fund balance requirements

EXPENDITURES: \$115,000

- Increase funding to complete ongoing capital projects

SEWER OPERATING FUND

REVENUES: \$6,060,120

- Investment earnings
- Increase fund balance requirements

EXPENDITURES: \$6,060,120

- Transfer out to Sewer Construction fund

SEWER CONSTRUCTION FUND

REVENUES: \$1,741,660

- Investment earnings
- Transfer in from Sewer Operating fund
- Reduce fund balance requirements

EXPENDITURES: \$1,741,660

- Increased funding to complete ongoing capital projects



STORM WATER FUND

REVENUES: \$197,000

- Investment earnings
- Increase fund balance requirements

EXPENDITURES: \$197,000

- Increase funding to complete ongoing capital projects

A close-up, low-angle shot of a white golf ball resting on a green grassy surface. The ball is in sharp focus, showing its dimpled texture. The background is a soft-focus green field.

MINT VALLEY GOLF FUND

REVENUES: \$321,130

- Increased merchandise sales
- Green fees
- Transfer in from General Fund

EXPENDITURES: \$321,130

- Increased utility charges
- Additional staffing to accommodate play activity
- Increases in merchandise expenses to keep up with demand



City of Longview

Agenda Summary

PLANNING COMMISSION RECOMMENDATION FOR A COTTAGE HOUSING ORDINANCE, LMC CHAPTER 19.23

RECOMMENDED ACTION:

APPROVE PC RECOMMENDATION ON COTTAGE HOUSING AND DIRECT CITY ATTORNEY TO REVIEW AN ORDINANCE ESTABLISHING SAID USE

COUNCIL INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

At the May 11th, 2023, Longview City Council Workshop, direction was given to the Planning Commission and staff to review residential districts allowed uses (smaller homes, tiny homes, micro-communities), minimum lot sizes, minimum lot widths, minimum lot setbacks, House Bill 1110, and House Bill 1337 in an effort to aid in affordable housing. The Planning Commission and staff held workshops on August 2nd as well as September 6th to discuss the City's existing Residential Zoning code and how it compares to other Cities, as well as took comment from the public on what they would like to see.

Cottage housing was an item first brought to the Planning Commission (PC) by members of the public during these workshops, and then brought to PC for draft ordinance and then public hearing. At the November 1st Planning Commission Public Hearing, Planning Commission voted unanimously to recommend the ordinance to City Council for approval. The cottage housing ordinance allows for use of the Planned-Unit Development (PUD) code (LMC 19.66) and Subdivision code (19.80) to make developments of uniquely sized and positioned lots given parking can be separated from homes, while providing a more aesthetic blend with existing single-family developments; all while allowing through the PUD process lots that don't require large frontages, lot sizes, setbacks, and are a more appropriate solution for middle housing than some of the mandated permissions through House Bill 1110 and 1337. Much of the language in this ordinance has come from nearby jurisdictions such as Cowlitz County.

STAFF CONTACT:

McAllister Kosar, Planner

mcallister.kosar@ci.longview.wa.us

Attachments:

1. Cottage Housing Ordinance COL LMC 19.23
2. Components of Cottage Housing Dev
3. Cottage Housing example14
4. Cottage Housing Multi Cluster Example



Chapter 19.23

COTTAGE HOUSING

Sections:

- 19.23.010 Title.
- 19.23.020 Purpose and intent.
- 19.23.030 Applicability.
- 19.23.040 Authority and administration.
- 19.23.050 Development standards and requirements.
- 19.23.060 Enforcement.
- 19.23.070 Severability.

19.23.010 Title.

This chapter shall be known and may be cited as the “City of Longview Cottage Housing Ordinance.” [Ord. XXXX]

19.23.020 Purpose and intent.

It is the intent of this chapter to:

- A. Support the city’s goals for economic development and associated housing;
- B. Encourage the efficient use of land in areas of existing public services;
- C. Provide diverse housing options;
- D. Encourage affordability, creativity and variety in housing design and site development;
- E. Promote a variety of housing choices to meet the needs of a population with a variety of individual needs;
- F. Allow for a higher residential density than otherwise permitted given the smaller than average home size. [Ord XXXX.]

19.23.030 Applicability.

The regulations contained in this chapter shall apply in areas classified as “Residential” in the Longview Comprehensive Plan. [Ord. XXXX.]

19.23.040 Authority and administration.

All applications under this chapter shall be made to the City of Longview Building and Planning/Community Development department. The Director or his/her designee shall administer, interpret, and enforce the provisions of this chapter and shall provide such forms and establish such procedures as may be necessary to administer this chapter. [Ord. XXXX.]

19.23.050 Development standards and requirements.

A. Two options exist for review of cottage housing development:

- 1. Cottage housing may be located on an individual lot by creating individual platted lots, which will be subject to land division application.

2. Cottage housing may be located on a common parcel, with access to shared amenities, which will be subject to review as a planned unit development under Chapter Longview Municipal Code. The minimum site area standards of LMC 19.66 shall not apply.

B. Cottage housing developments shall contain a minimum of four dwelling units.

C. Cottage housing shall be developed in clusters with a maximum of 12 units in each cluster, provided that the overall development may contain more than one cluster.

D. Cottage housing developments may be allowed up to 200 percent of the maximum density of the underlying zoning district.

E. Attached housing types are allowed in cottage housing within the density allowances otherwise provided.

F. Accessory dwelling units shall not be allowed in cottage housing developments.

1. For cottage developments reviewed through land division, a plat restriction shall be included on the face of the final plat prohibiting accessory dwelling units.

2. For cottage developments not subject to land division, a covenant shall be recorded with the Cowlitz County Auditor's Office prohibiting accessory dwelling units.

G. Minimum lot area and lot dimension standards of the underlying zone shall not apply.

H. The following setbacks shall apply, in addition to those found in the underlying zone:

1. Ten feet from public rights-of-way or private street easements.

2. Ten feet minimum space between buildings (including accessory structures).

3. Twenty feet minimum from a street for garage doors; except this may be reduced to five feet where a garage is accessed via an alley.

I. Parking shall be provided as outlined in LMC 19.78. Parking may be clustered in common parking lots or detached or attached garages or carports.

J. Cottages shall have a minimum habitable space as allowed by state law and the City of Longview Building Code (LMC Chapter 16) and a maximum habitable space of 1,200 square feet.

1. For cottage developments reviewed through land division, a plat restriction shall be included on the face of the final plat prohibiting development/expansion of habitable space beyond 1,200 square feet.

2. For cottage developments not subject to land division, a covenant shall be recorded with the Cowlitz County Auditor's Office prohibiting development/expansion of habitable space beyond 1,200 square feet.

K. The maximum building height for cottages and accessory structures within the cottage development shall be 25 feet.

L. Each cottage shall provide a covered entry feature with minimum dimensions of 40 square feet facing a street, pathway or common open space or otherwise approved by the Community Development Director or Designee.

M. Cottage developments shall provide a minimum of 400 square feet common usable active open space per dwelling unit.

N. Common on-site accessible open space shall abut a minimum of 50 percent of the cottages in each cluster.

O. Each cottage shall have a minimum of 200 square feet of usable active private open space immediately adjacent to and accessible from the dwelling with no dimension less than 10 feet. [Ord. XXXX.]

19.23.060 Enforcement.

City of Longview Department of Building and Planning/Community Development is hereby charged with enforcement of this chapter. [Ord. XXXX.]

19.23.070 Severability.

If any section, subsection, clause, phrase or word in this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such section shall be deemed a separate provision and such holding shall not affect the validity of the remaining portion of this chapter. [Ord. XXXX.]

Table 19.20.020-1 Permitted Uses in Residential Districts

Use	Zoning District				
	R-1	R-2	R-3	R-4	TNR
Cottage Housing per 19.23	P	P	P	P	P



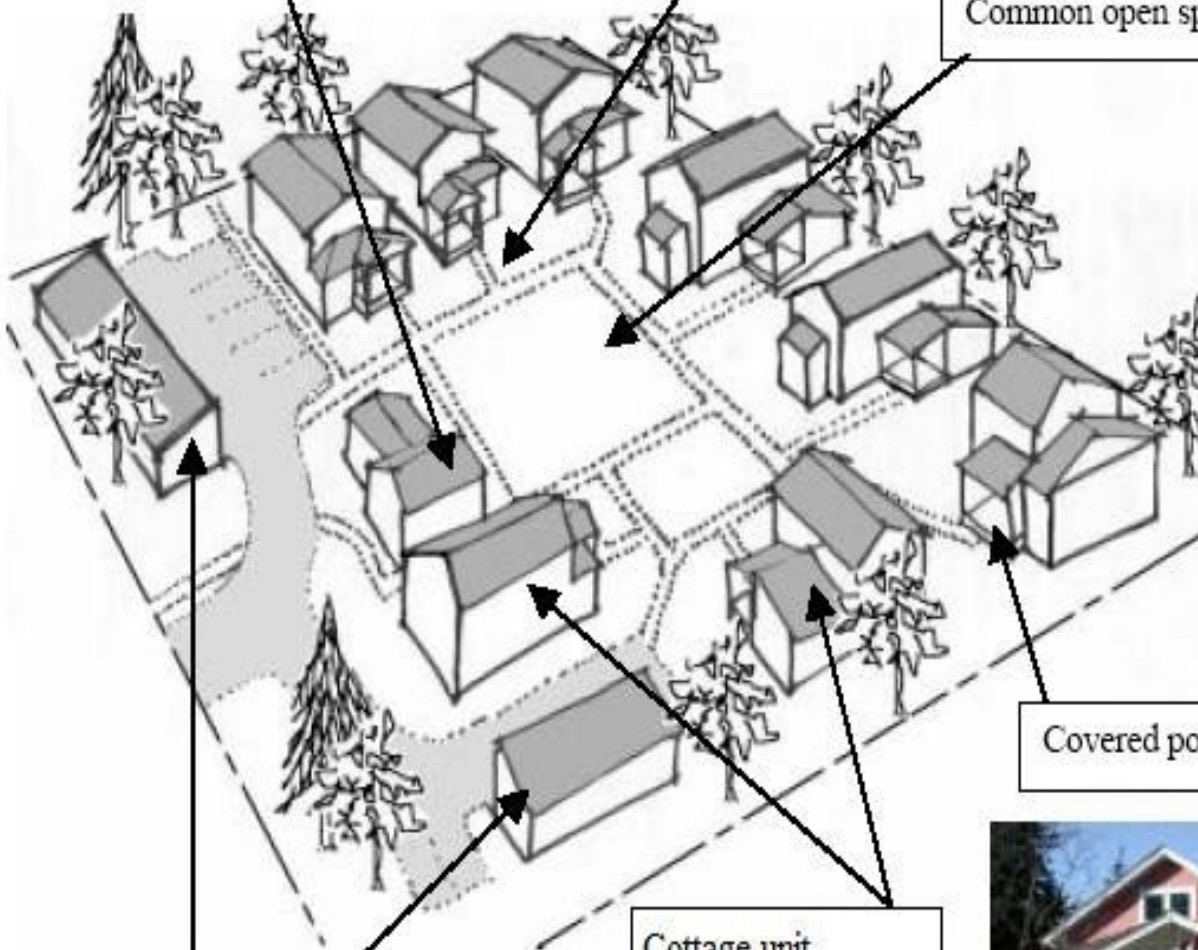
Community building



Private open space



Common open space



Covered parking

Cottage unit
1200 sf max.
1000 sf max. first fl.

Covered porch









City of Longview

Agenda Summary

ORDINANCE NO. 3504 - REPEALING LMC 6.04 POUNDMASTER AND AMENDING LMC 6.06 - ANIMALS AND ANIMAL CONTROL

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3504

DATE: November 28, 2023

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Preserve and enhance neighborhoods
Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

City of Longview has contracted with the Humane Society of Cowlitz County for many years for animal control services. City of Longview was informed by the Humane Society they will no longer be providing animal control services. Effective January 1, 2024, City of Longview will need an alternative option for animal control services.

The recommended course of action is incorporating animal control services into the function of the Longview Police Department. This course of action requires an amendment to the Longview Municipal Code.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3504.

STAFF CONTACT:

Police Chief Robert Huhta

Attachments:

1. Overview of Changes to Longview Municipal Code
2. Ordinance #3504 - Amendment to LMC 6.06 Animal Control (002)

Overview of Changes to Longview Municipal Code – Chapter 6.06

The Longview Municipal Code, specifically Chapter 6.06, is undergoing a significant amendment to address a shift in animal control services. Originally established in the 1970s, when the city began contracting with the Cowlitz County Humane Society for animal control and shelter services, the proposed changes adapt the code to fit the shift from completely contracted services to a mix of contracted services and services provided by the City.

The changes revolve around a discontinuation of the animal control services provided by the Cowlitz County Humane Society. Consequently, the Longview Municipal Code must be updated to redefine terms and responsibilities as the city of Longview assumes direct control over animal control services.

While the city is directly taking on animal control services, the amended code still allows for flexibility. The amended code allows Longview to retain the option to contract with a third party for animal shelter and licensing services.

To clarify roles and responsibilities related to sheltering and animal control, the code has to be amended to differentiate “animal control authority,” “animal shelter authority,” and “animal licensing authority.” In the previous LMC, these terms were all grouped under the “animal control authority.” Once the names of the terms above are differentiated, the duties of each are then updated throughout the sections within the chapter. These changes clearly define the responsibilities of the animal control authority as opposed to the licensing and shelter authority.

Another significant change to the code comes from how fees and fines appear in the chapter. In the previous version of the code, the applicable fees for this chapter are scattered throughout the sections. The fees and fines have been removed and will be replaced in the revised code with a schedule of fees added to the chapter. Language has been added throughout the code stating that fees “shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution.”

The previous language related to service animals was antiquated and has been updated to reflect current state law.

ORDINANCE NO. 3504

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON REPEALING LMC CHAPTER 6.04 "POUNDMASTER" AND AMENDING LMC CHAPTER 6.06, "ANIMALS AND ANIMAL CONTROL"

WHEREAS, the Humane Society of Cowlitz County is discontinuing animal control services effective January 1, 2024.

WHEREAS, it is necessary to repeal LMC Chapter 6.04 "Poundmaster" in its entirety.

WHEREAS, it is necessary to amend LMC Chapter 6.06, "Animals and Animal Control" to incorporate animal control services into the function of the Longview Police Department.

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

Section 1. Repealer. Chapter 6.04 "Poundmaster" of the Longview Municipal Code shall be, and is hereby, repealed in its entirety.

Section 2. Chapter 6.06.010 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.010 Definitions.

For purposes of this chapter, the following words and phrases shall have the following meaning:

- (1) "Abandoned" means the act of knowingly leaving an animal:
 - (a) Without food, water, or care for 24 hours or more; or
 - (b) In a situation where conditions present an immediate, direct, and serious threat to the life, safety or health of the animal.
- (2) "Adult dog" means any dog having a set of permanent canine teeth, or six months of age or older.
- (3) "Alter" means to permanently render an animal incapable of reproduction, whether or not surgically altered. The term shall also include the terms "spaying" and/or "neutering."
- (4) "Animal" means any mammal, bird, reptile or amphibian.
- (5) "Animal control authority" means the City Department appointed by the city manager to carry out, administer and enforce the provisions of this chapter. ~~means a nonprofit~~

~~animal control service contracted or appointed by the city manager to carry out, administer and enforce the provisions of this chapter, which appointment or contract shall be subject to approval by the city council.~~

(6) "Animal control officer" means an employee of the animal control authority authorized by said authority and employed for the purpose of enforcing the terms of this chapter, ~~in accordance with the animal control authority's contract with the city.~~

(7) "Animal shelter authority" ~~means a business or non-profit which is appointed or contracted by the city manager to carry out the provisions of this chapter related to managing the business of the animal shelter and the provisions in this chapter related to impoundment, collection of fees, and housing animals, which appointment or contract shall be subject to approval by the city council.~~ means a facility which is used to house or contain stray, homeless, abandoned or unwanted animals, and which is owned, operated or maintained by the animal control authority.

(8) "Animal shelter" means a facility which is used to house or contain stray, homeless, abandoned or unwanted animals, and which is owned, operated or maintained by the animal shelter authority.

(9) "Animal licensing authority" means the City Department appointed by the city manager to the duties of this chapter related to animal licensing and the issuance and management of registration certificates; or a non-profit which is appointed or contracted by the city manager, which appointment or contract shall be subject to approval by the city council, to carry out the duties of this chapter related to animal licensing and the issuance and management of registration certificates.

~~(8)~~(10) "At large" means an animal off or outside of the premises belonging to its owner or keeper and not in the company of and under control of its owner or keeper.

~~(9)~~(11) "Dangerous animal" means any animal that is capable of seriously injuring or killing humans or any domestic animal, including but not limited to any poisonous animals, any poisonous snake or snake measuring in excess of eight feet in length, any carnivore weighing in excess of 20 pounds (excluding the common household cat or dog), crocodilians, sharks, moray eels, or piranha.

~~(10)~~(12) "Dangerous dog" means any dog that:

- (a) Has inflicted severe injury on a human being without provocation on public or private property;
- (b) Has killed a domestic animal without provocation while off the owner's property; or
- (c) Has been previously found to be potentially dangerous, the owner having received notice of such and the dog again aggressively bites, attacks, or endangers the safety of humans or domestic animals.

~~(11)~~(13) "Domestic animal" means an animal kept for amusement, companionship, or for household, farm and/or agricultural purposes.

~~(12)~~(14) "Finder" means any person who comes upon a dog or cat off the premises of its owner and not in the company of and under the control of its owner/keeper or when such dog or cat has trespassed upon the property of the finder, and who has apprehended the dog or cat and held it pursuant to LMC [6.06.060](#).

~~(13)~~(15) "Guard dog" or "attack dog" means any dog, not owned by a government agency, which has been trained and is used for the purpose of protecting persons or property by exhibiting hostile and aggressive propensities, or which will attack on signal or commands.

~~(14)~~(16) "Harboring" means allowing any animal to remain, be lodged, fed, or sheltered on the property one owns, occupies or controls, for more than 72 hours.

(17) "License" means the ownership registration issued to the owner by the city or a business or non-profit which is appointed or contracted by the city manager to carry out the provisions of this chapter, including the issuance of ownership registrations, which appointment or contract shall be subject to approval by the city council. The term may include "certificate," "permit" or "license."

~~(15)~~(18) "Livestock" means horses, ponies, stallions, colts, geldings, mares, sheep, rams, lambs, bulls, bullocks, steers, heifers, cows, calves, mules, jackasses, jennets, burros, goats, kids, llamas, and swine. Large fowl such as ostriches and emus are also considered to be livestock.

~~(16)~~(19) "Owner" or "keeper" means any person, firm, association, partnership, political subdivision, government agency, public or private corporation or any other human entity possessing, harboring, keeping, or having an interest in or right of possession of an animal, or having custody or possession of an animal. If the owner or keeper of the animal is a juvenile, a parent or other custodian of such juvenile shall, for the purpose of this title, be treated as the owner of the animal.

~~(17)~~(20) "Pack" means a group of three or more dogs running upon land, either public or private, not that of their owner, when such dogs are not restrained or under the control of their owner.

~~(18)~~(21) "Person" means any individual, firm, association, partnership, political subdivision, government agency, public or private corporation or any other human entity.

~~(19)~~(22) "Potentially dangerous dog" means any dog that when unprovoked:
(a) Inflicts bites on a human or domestic animal either on public or private property; or
(b) Chases or approaches a person upon the streets, sidewalks, or any public grounds in a menacing fashion or apparent attitude of attack, or any dog with a known propensity, tendency, or disposition to attack unprovoked, to cause injury, or to cause injury or otherwise to threaten the safety of humans or domestic animals.

~~(20)~~(23) "Poultry" means all domesticated fowl, except ostriches and emus, and all game birds which are legally held in captivity.

~~(21)~~(24) "Proper enclosure" of a dangerous dog means, while on the owner's property, a dangerous dog shall be securely confined indoors or in a securely enclosed and locked pen or structure, suitable to prevent the entry of young children and designed to prevent the animal from escaping. Such pen or structure shall have secure sides, a secure top, and shall be embedded in the ground in a manner to prevent the dog from escaping, and shall also provide protection from elements for the dog.

~~(22)~~(25) "Property" means anything of value, whether tangible or intangible, real or personal; animals are personal property.

~~(23)~~ "~~Registration certificate~~" ~~means the ownership registration issued to the owner by the animal control authority. The term may include "certificate," "permit" or "license."~~

~~(24)~~(26) "Responsible person" means a person of sufficient height and weight, or other means, to control the dog on a leash.

~~(25)~~(27) "~~Service dog or cat animal~~" ~~means a dog or cat that is trained for the purpose of assisting or accommodating a person with a sensory, mental, or physical disability.~~ any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by the service animal must be directly related to the individual's disability."

~~(26)~~(28) "Severe injury" means any physical injury that results in broken bones or disfiguring lacerations requiring multiple sutures or cosmetic surgery.

~~(27)~~(29) "Stray" means any animal impounded or in the custody of the animal control authority or animal shelter, its employees or agents which may or may not have an identifiable owner. Animals running at large that are captured or impounded are strays and are either owner-known or owner-unknown strays.

~~(28)~~(30) "Tag" means the identification tag issued in connection with the registration of an animal pursuant to this chapter.

~~(29)~~(31) "Trespass" means entrance upon the property of another person by any animal without the authorization of the lawful occupant.

~~(30)~~(32) "Under control" means under voice, signal or physical control so as to be restrained from approaching a bystander, from entering private property, or from causing damage to property. An animal is presumed not to have been under control if injury, damage or trespass has occurred.

~~(31)~~(33) "Veterinary hospital" means any licensed establishment or premises operated or devoted to the medical treatment of domestic animals.

(32)(34) "Vicious animal" means an animal which bites, claws or otherwise harms a human being or domesticated animal but does not include an animal that bites, attacks or menaces a person or another animal that has provoked, tormented or hurt it, while protecting the owner/keeper or owner's/keeper's property. (Ord. 3216 § 4, 2012; Ord. 3122 § 2, 2010; Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 3. Chapter 6.06.060 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.060 Found dogs or cats.

(1) Any dog or cat that trespasses, the owner/keeper of which is unknown, may be apprehended and held by the owner of the property upon which the dog or cat has trespassed. The finder may transport or surrender the dog or cat to the ~~animal control authority~~ animal shelter authority. Any person who retains a dog or cat shall report the find to the animal control authority within 24 hours. Such report shall include a description of the animal and such description shall be verified by the animal control authority within seven days of notification. A finder, retaining possession of said dog or cat, shall cause notice of the finding to be published at least once weekly for two successive weeks in a newspaper of general circulation in the city within 30 days of finding said dog or cat. Records of reported findings shall be retained by the ~~animal control authority~~ animal shelter authority and be available for public inspection for one year following the date of notification by a finder.

(2) The finder may become owner of any dog or cat found and retained if the owner/keeper has not redeemed such dog or cat within 90 days following notification to the animal control authority. If the finder fails to comply with the notification requirements of this section, such finder shall forfeit all rights to retain the dog or cat, if such dog or cat is later claimed by the rightful owner/keeper. Prior to regaining possession of a found dog or cat, the owner/keeper of such dog or cat shall reimburse the finder, at the request of the finder, for actual costs of advertising and such other costs incurred in the care of the dog or cat, provided the finder furnishes proof of such costs. An owner/keeper who fails to redeem a dog or cat from the finder within 90 days shall have no standing to make further claims on the finder.

(3) The city shall have no responsibility for the enforcement of the reimbursement provisions contained in this section. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 4. Chapter 6.06.070 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.070 Dog registration – Optional cat registration – Tags.

(1) All adult dogs harbored, kept or maintained in the city for more than a 14-day period in any calendar year shall be registered with the animal licensing authority ~~animal~~

~~control authority~~ and shall wear a current identification tag issued by the animal licensing authority ~~animal control authority~~, except as provided in LMC [6.06.110](#). The registration form shall include, but not be limited to, the following:

- (a) Name, street address and telephone number of the owner, and mailing address if different from the location of the residence;
- (b) Age, breed, color and markings, and name of the dog;
- (c) Identification tag information and/or registration number;
- (d) Certificate and date of rabies immunization pursuant to LMC [6.06.105](#); and
- (e) Date of registration.

(2) An identification tag shall include but may not be limited to the following information:

- (a) Longview, Washington;
- (b) Pet registration identification number.

(3) All registration certificates and identification tags issued to owners shall expire at midnight on December 31st of each year. Any dog owner/keeper within the city who fails to submit an application for renewing registration certificate on or before January 2nd each following year shall be in violation of this chapter, and the owner/keeper who registers the dog prior to being served with any notice from the animal licensing authority ~~animal control authority~~ shall be required, in addition to the regular registration fee, to pay a late registration fee. An owner or keeper of a dog that is served with a notice of a violation of this section shall have committed a Class II civil infraction as set forth in Chapter [1.30](#) LMC; however, an owner or keeper served with a notice of violation of this section shall have two business days from the time a notice has been issued to get into compliance with this section and thereby avoid the penalties of the civil infraction.

(4) Cat Registration – Optional. Any person may register a cat pursuant to this section and registration certificates and tags may be issued for cats. Such registration shall be effective for a period of three years, or until the expiration of the rabies vaccination, whichever first occurs. (Ord. 3065 § 1, 2008; Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 5. Chapter 6.06.080 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.080 Dangerous dogs and potentially dangerous dogs – Certificates of registration – Requirements – Fee.

(1) It is unlawful for an owner or keeper to have a dangerous dog or a potentially dangerous dog in the city without a certificate of registration issued under this section. This section shall not apply to dogs used by law enforcement officials for police work.

(2) The animal licensing authority ~~animal control authority~~ shall issue a certificate of registration to the owner or keeper of such animal if the owner or keeper presents to the animal licensing authority ~~animal control authority~~ sufficient evidence of:

- (a) A proper enclosure to confine a dangerous dog and the posting of premises with a clearly visible warning sign that there is a dangerous dog on the property. In addition, the owner or keeper shall conspicuously display a sign with a warning symbol that informs children of the presence of a dangerous dog;
- (b) A surety bond issued by an insurer qualified under Chapter [48.28](#) RCW, in a form acceptable to the animal control authority, in the sum of at least \$250,000, payable to any person injured by the dangerous dog; or
- (c) A policy of liability insurance, such as homeowner's insurance, issued by an insurer qualified under RCW Title [48](#) in the amount of at least \$250,000, insuring the owner or keeper for any personal injuries inflicted by the dangerous dog.

(3) The annual fee for registration of a dangerous dog or a potentially dangerous dog shall be the sum of \$100.00 per year if registration occurs before July 1st or \$50.00 if such registration occurs after July 1st. be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution. Such registration fee for dangerous or potentially dangerous dogs shall be in addition to the registration and tag fees set forth in LMC [6.06.120](#). (Ord. 3040 § 1, 2008; Ord. 2693 § 2, 1998; Ord. 2372 § 1, 1989).

Section 6. Chapter 6.06.100 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.100 Dangerous dogs – Confiscation – Conditions – Penalties of dogs which attack – Entry in dog fights.

(1) Any dangerous dog or potentially dangerous dog shall be immediately confiscated by the animal control authority if the:

- (a) Dog is not validly registered under this chapter;
- (b) Owner or keeper does not maintain the liability insurance coverage required under this chapter;
- (c) Dangerous dog is not kept in the proper enclosure; or
- (d) Dog is found not in compliance with LMC [6.06.090](#).

In addition to the dog being confiscated, the owner and/or keeper shall be guilty of a gross misdemeanor, punishable by up to a \$5,000 fine and/or 365 days in jail.

Any dangerous dog or potentially dangerous dog confiscated pursuant to this subsection shall be returned to the owner upon the owner's compliance with LMC [6.06.080](#). However, if the owner of such dangerous dog or potentially dangerous dog does not comply with the requirements of LMC [6.06.080](#), within 72 hours following confiscation of said dangerous dog or potentially dangerous dog, said dog shall be destroyed in an expeditious and humane manner.

(2) If a dangerous dog or potentially dangerous dog of an owner with a prior conviction under this chapter attacks or bites a person or another domestic animal, the dog's owner is guilty as provided for in RCW [16.08.100](#)(2) and the case shall be referred to the Cowlitz County prosecuting attorney for prosecution. In addition, the dangerous dog or potentially dangerous dog shall be immediately confiscated by the animal control

authority, placed in quarantine for the proper length of time, and thereafter destroyed in an expeditious and humane manner.

(3) The owner of any dog that aggressively attacks and causes severe injury or death of any human, whether the dog has previously been declared potentially dangerous or dangerous, shall be guilty as provided for in RCW [16.08.100](#)(3) and the case shall be referred to the Cowlitz County prosecuting attorney for prosecution. In addition, the dog shall be immediately confiscated by the animal control authority, placed in quarantine for the proper length of time, and thereafter destroyed in an expeditious and humane manner.

~~(4) The crime and penalties for any person entering a dog in a dog fight shall be in accordance with RCW [16.08.100](#)(4) and the case shall be referred to the Cowlitz County prosecuting attorney for prosecution. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).~~

Section 7. Chapter 6.06.105 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.105 Rabies immunization required for dogs prior to registration.

All adult dogs shall be immunized against rabies and proof of immunization shall be provided prior to issuance of a registration certificate and identification tag; provided, if, for medical reasons, an adult dog is unable to receive a rabies vaccination, a signed statement of a doctor of veterinarian medicine to that effect shall be accepted in lieu of proof of such immunization. However, a registration certificate and identification tag can be sold by an animal control officer without proof of immunization against rabies, so long as the proof of immunization against rabies is provided to the animal licensing authority ~~animal control authority~~ within three business days; if the proof of immunization against rabies is not provided to the animal licensing authority ~~animal control authority~~ within three business days, then the registration certificate and identification tag shall become void and there will be no refund of any money paid to purchase such registration certificate and identification tag. (Ord. 3040 § 1, 2008; Ord. 2949 § 4, 2005).

Section 8. Chapter 6.06.110 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.110 Dog registration – Exceptions.

(1) No certificate and tag shall be required for a dog less than six months of age when satisfactory proof of age can be and is, on request, submitted to the animal licensing authority ~~animal control authority~~, and for any dog which is a part of an inventory of a pet shop.

(2) No owner, manager, or employee of a veterinary hospital shall be required to purchase a registration certificate for any dog treated or boarded in such establishments.

(3) No certificate and tag issued by the animal licensing authority ~~animal control authority~~ shall be required for any adult dog licensed in another jurisdiction and displaying a current tag from that jurisdiction until expiration of the other certificate or license or one year from January 1st of the issuing year of the tag, whichever occurs first, at which time a certificate and tag shall be required in accordance with this chapter.

(4) No certificate and identification tag shall be required for a dog owned by a governmental agency for use in connection with law enforcement activities.

(5) It shall be the responsibility of the person claiming an exception under the provisions of this section to demonstrate the exception. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 9. Chapter 6.06.120 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.120 Dog and cat registration fees.

(1) Registration and tag fees shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution. ~~be as follows:~~

Annual Registration	Fee
Type of registration:	
Unaltered dog	\$35.00
Altered dog	\$15.00
Late registration fee	\$15.00
Lost tag replacement	\$3.00
-	-
After July 1st (Semiannual)	
Unaltered dog	\$17.50
Altered dog	\$7.50
Lost tag replacement	\$3.00
-	-
Triennial (3 years) Cat Registration — Optional	

Type of registration:	
Unaltered cat	\$10.00
Altered cat	\$5.00
Lost tag replacement	\$3.00
-	-
Service dog or cat*	\$0.00
*No fee shall be charged for a service dog or cat. See LMC 6.06.010 (25).	-

(2) It is unlawful for any person to transfer a certificate to another person or for a tag to be worn by any dog or cat other than the one registered in accordance with this chapter.

(3) A reduction of 50 percent in the annual license fee may be allowed for one dog other than a dangerous dog or potentially dangerous dog or cat per household to those persons who shall be declared by the city manager to be hardship accounts by reason of indigency or senior citizens on a fixed or limited income. Persons seeking such reduction shall make written application to the finance department and may present oral evidence in addition thereto. Upon receipt of any such written application, it shall be forwarded to the city manager for investigation and no such reduction will be granted in the absence of a prior approval by the city manager or his duly authorized representative. (Ord. 3378 § 1, 2018; Ord. 3371 § 1, 2018; Ord. 3040 § 1, 2008; Ord. 2949 § 1, 2005; Ord. 2814 § 1, 2001; Ord. 2372 § 1, 1989).

Section 10. Chapter 6.06.140 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.140 Impoundment – Seizure of dog – Alternate.

(1) Any unregistered dog, except those that are exempt from registration, and any dog which is a public nuisance under the terms of this chapter, ~~shall be seized and will be subject to seizure and impounded by the animal control authority and turned over to the animal shelter.~~

(2) Recognizing that it can cause substantial inconvenience, and in many instances, unnecessary expense, to the owner or keeper of a dog to be required to redeem the dog at the animal shelter, if the animal control authority cannot catch the dog running at large until the dog reaches the property of its owner or keeper, the animal control authority, in lieu of impounding such dog, may issue and leave with such owner, keeper or adult person at the residence of the owner or keeper a citation, directed to the owner or keeper of the dog., ~~which shall be signed by such owner, keeper or adult person and by the animal control authority, which citation shall be in substantially the following form:~~
LONGVIEW CITY POUND CITATION:

DOG RUNNING AT LARGE

—A.M.

Time _____ P.M. Date _____

Owner's Name _____

Address _____

Description of dog _____

Location of where dog was running at large _____

Bail \$ _____ Court Date and Time _____

The above named owner promises to post the amount of bail set forth above with the Longview Police Department within 24 hours from the date and time first above written OR to appear in the Longview Municipal Court on the Court date and at the time above stated to contest this Citation. IT IS UNDERSTOOD THAT THE FAILURE OF THE OWNER OR OTHER ADULT PERSON UPON WHOM THIS CITATION IS SERVED, TO SIGN THE SAME AND FOR THE OWNER TO EITHER POST SUCH BAIL OR APPEAR IN COURT AS SPECIFIED, WILL RESULT IN A SUMMONS BEING ISSUED BY THE COURT TO THE OWNER.

Owner or other Adult Person
at Owner's residence

Animal Control Authority

(3) If the owner or keeper of the dog is a juvenile, a parent or other custodian of such juvenile shall, for the purpose of this section, be treated as the owner of the dog involved. Such citation shall be issued in triplicate, with a copy being given to the owner, keeper or adult person at the owner/keeper's residence, a copy being retained by the animal control authority and the original turned in by the animal control authority to the city police department. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 11. Chapter 6.06.150 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.150 Impoundment – Notice.

If the name of the owner or keeper of the impounded dog can be ascertained by the animal shelter authority ~~animal control authority~~ through a license tag of any such dog, the animal shelter authority ~~animal control authority~~ shall notify the owner or keeper as soon as possible by telephone and by certified mail (return receipt requested and postage prepaid) or personal service of written notice that such dog will be offered for sale at the end of 72 hours from the time such telephone notice was given unless the dog is redeemed prior to such time in the manner hereinafter provided. No such notice need be given if the dog has no license tag. The animal shelter authority ~~animal control authority~~ shall keep a written record of all such telephone notices showing the time each such notice was given and the name of the person to whom the same was given. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 12. Chapter 6.06.160 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.160 Impoundment – Period of custody.

Any impounded dog shall be kept in custody not less than 72 hours, and if the owner or keeper of any dog so impounded shall not redeem such dog by paying the charges hereinafter provided, then it shall be the duty of the ~~animal control authority~~ animal shelter authority at the expiration of said time to offer such dog for sale in consideration of the payment of such redemption charges, except as provided in LMC [6.06.180](#) hereof; provided, however, that any impounded dog which is suffering from serious injury or disease, as determined by the ~~animal control authority~~ animal shelter authority, may be humanely destroyed before expiration of said 72 hours, or, in the discretion of the ~~animal control authority~~ animal shelter authority and subject to the agreement of the owner or keeper of such dog, held for a longer period of time, and medically treated, and redeemed by its owner or keeper upon payment of reasonable medical, impound and holding costs, and other chargeable fees. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 13. Chapter 6.06.180 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.180 Impoundment – Sale of dog.

If no purchaser of an impounded dog can be found who will pay the redemption charges herein provided, the ~~animal control authority~~ animal shelter authority may sell the dog for any reasonable amount. (Ord. 3083 § 1, 2009; Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 14. Chapter 6.06.190 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.190 Impoundment – Disposition of dog.

In case of failure to obtain a purchaser for an impounded dog, it shall be the duty of the ~~animal control authority~~ animal shelter authority to destroy or otherwise dispose of the dog by humane methods. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 15. Chapter 6.06.200 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.200 Redemption before sale.

The owner or keeper of any dog impounded may ~~redeem~~ the same within 72 hours by paying to the ~~animal control authority~~ animal shelter authority the following redemption charges:

(1) The registration fee hereinabove provided, unless such dog then has a valid current registration issued by the animal control authority; and

(2) An impounding fee of ~~\$11.00 per day shall be charged for each day of~~ impoundment; and

(3) A service charge of ~~\$15.00 upon the first impounding of the dog, the sum of \$25.00 upon any second impounding, and \$35.00 upon each subsequent impounding;~~ provided, the owner, keeper or purchaser of any dangerous or potentially dangerous dog, as defined in this chapter, shall not be permitted to keep such dog within the city after redemption or purchase or sell or give such dog to anyone who shall thereafter keep such dog within the city. If any such dangerous or potentially dangerous dog is again impounded, the ~~animal control authority~~ animal shelter authority shall destroy such dog by humane methods. (Ord. 3040 § 1, 2008; Ord. 2949 § 2, 2005; Ord. 2814 § 2, 2001; Ord. 2372 § 1, 1989).

(4) The impounding fee and service charge amounts shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution.

Section 16. Chapter 6.06.210 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.210 Rabies or dangerous dog – Observation – Fees.

(1) Any animal for which the animal control authority possesses information which would lead a reasonable person to conclude that such animal has bitten or scratched any person so as to break the skin of such person and leave a mark of injury visible to the animal control authority shall be immediately impounded for a period of at least 10 days, at the expense of the owner or keeper of such dog, and kept in quarantine, securely confined and away from any other animal. Said animal shall be kept in quarantine at the animal shelter, or at the owner/keeper's request with a licensed veterinarian, or, at the discretion of the ~~animal control authority~~ animal shelter authority and with a written statement from a licensed veterinarian certifying that said animal has been vaccinated for rabies and that said vaccination was sufficiently recent so as to then be effective against rabies, on the premises of the owner or keeper. The purpose of such impoundment and quarantine shall be to determine whether or not such animal has rabies or, in the case of a dog, whether the animal has rabies or is a dangerous or potentially dangerous dog.

(2) The owner or keeper of any such animal, if known to the ~~animal control authority~~ animal shelter authority, shall be notified by the ~~animal control authority~~ animal shelter authority by certified mail (postage prepaid), with return receipt requested, of the

impounding of such animal and that the owner or keeper is liable to the ~~animal control authority~~ animal shelter authority for the costs of impoundment as set forth in LMC [6.06.200](#), together with the sum of \$15.00 for each day that the animal is held at the ~~animal shelter~~, a daily fee that shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution.

(3) If, after seizing such dog, such dog is immediately placed in the care of a licensed veterinarian, the owner or keeper shall be liable to the ~~animal control authority~~ animal shelter authority for the pick-up charge of ~~\$15.00~~ only; otherwise, the owner or keeper shall pay such pick-up charge plus a fee \$15.00 per day for each day, or fraction thereof in excess of three hours after the time the dog was impounded, until such dog is transferred to a licensed veterinarian at the owner's/keeper's request. This fee shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution.

(4) Except as provided in LMC [6.06.240](#), if, after such animal is seized, the owner or keeper thereof delivers to the ~~animal control authority~~ animal shelter authority a written statement from a licensed veterinarian certifying that said animal has been vaccinated for rabies, and that said vaccination was sufficiently recent so as to then be effective against rabies, said animal shall be placed in the care of its owner or keeper, who shall cause said animal to be impounded at the residence of such owner or keeper for the period of time set forth in subsection (1) of this section; provided, however, that the owner or keeper of such animal, before receiving delivery of said animal, shall pay to the ~~animal control authority~~ animal shelter authority the pick-up charge of \$15.00, plus \$15.00 a separate charge per day for each day or fraction thereof in excess of three hours after the time the animal was impounded until delivery of such animal to the owner or keeper thereof. All fees related to this chapter shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution. In the event the animal is found at large during the remainder of the aforesaid 10-day period, said animal shall be impounded in the animal shelter by the animal control authority for the remainder of the aforesaid 10-day period, at the expense of the owner or keeper of such animal. (Ord. 3040 § 1, 2008; Ord. 2814 § 3, 2001; Ord. 2693 § 3, 1998; Ord. 2372 § 1, 1989).

Section 17. Chapter 6.06.220 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.220 Rabies – Unknown owner or keeper – Disposition of animal.

If the owner or keeper of such animal is unknown, or unascertainable after reasonable inquiry by the ~~animal control authority~~, animal shelter authority and if such animal, at the end of such 10-day interval, is found not to have rabies or to be a dangerous or potentially dangerous dog, then such animal may be sold or otherwise disposed of by the ~~animal control authority~~ animal shelter authority in the manner provided in LMC [6.06.180](#). (Ord. 3040 § 1, 2008; Ord. 2693 § 4, 1998; Ord. 2372 § 1, 1989).

Section 18. Chapter 6.06.240 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.240 Rabies – Uninfected but dangerous or potentially dangerous dog – Registration.

If an animal does not have rabies but has been deemed to be a dangerous or a potentially dangerous dog by the animal control authority during such period of observation, then said dog shall be registered in accordance with the terms of this chapter prior to its release to the owner or the keeper of the animal. In the event that the animal control authority has served upon the owner or keeper of the animal a declaration of dangerous dog or a declaration of potentially dangerous dog and the owner or the keeper of the animal seeks to contest the finding of the animal control authority that an animal is a dangerous or potentially dangerous dog, the animal control authority may hold the animal in its custody at the animal shelter pending a court hearing on the finding of a dangerous or potentially dangerous dog. (Ord. 3040 § 1, 2008; Ord. 2693 § 6, 1998; Ord. 2372 § 1, 1989).

Section 19. Chapter 6.06.250 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.250 Records of ~~animal control authority~~ animal shelter authority.

It shall be the duty of the animal control authority to keep a complete record of all acts performed pursuant to this chapter, including all moneys collected and the names and addresses of the persons from whom all moneys are collected, and it shall be the further duty of the ~~animal control authority~~ animal shelter authority to keep a record of the color and breed (if the breed can be determined) of all dogs impounded. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 20. Chapter 6.06.280 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.280 Deferral of redemption charges.

If it appears to the satisfaction of the ~~animal control authority~~ animal shelter authority that the owner or keeper of any dog other than a dangerous dog or potentially dangerous dog impounded is unable to pay the redemption charges required by this chapter, the ~~animal control authority~~ animal shelter authority may nevertheless release the dog to its owner or keeper when the ~~animal control authority~~ animal shelter authority receives notice from the finance officer of the city that the owner or keeper has signed a promissory note, in a form to be prepared by the finance officer with the assistance of the city attorney, wherein such owner or keeper shall agree to pay such redemption charges in full within 30 days from the date of the execution of such promissory note.

Such promissory note shall provide for interest and attorney's fees in the event payment is not made within the time required by the terms thereof. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 21. Chapter 6.06.290 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.290 Female dogs in heat.

It is unlawful for any person as owner or keeper to permit or suffer any female dog to be outside of an enclosed building or suitable enclosure, unless on a leash held by the owner or keeper, at any time during such dog's mating period. If any female dog is found off the owner's or keeper's premises during such period, such female dog shall be impounded and for such offense under this section the owner or keeper shall pay the redemption charges specified in LMC [6.06.200](#), ~~except that the service charges shall be \$25.00, \$35.00 and \$45.00, respectively, instead of \$15.00, \$25.00, and \$35.00 as provided in LMC [6.06.200](#)(3).~~ For purposes of this section only, the term "suitable enclosure" means a structure or fence closed on all sides and of sufficient height, strength and density to prevent dogs from entering or exiting except through openings designed for the purpose of entry or exit. (Ord. 3040 § 1, 2008; Ord. 2949 § 3, 2005; Ord. 2372 § 1, 1989).

Section 22. Chapter 6.06.320 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.320 Running at large – Nuisance – Impoundment.

(1) Any animal described in LMC [6.06.300](#), found running at large, is an estray and a public nuisance, and it shall be the duty of the animal control authority to seize and impound the same in the animal shelter.

(2) If the owner or any person lawfully entitled to the possession of the same shall not take possession thereof and pay the charges specified in this chapter against any such animal within 24 hours after the same has been impounded, the ~~animal control authority~~ animal shelter authority shall give written notice to the owner, or person entitled to possession thereof, that unless the charges are paid and possession taken within 72 hours every such animal will be sold as provided in this chapter.

(3) If the name of the owner, or person entitled thereto, is unknown, then such notice shall be given by publishing the same for one issue in a newspaper of general circulation published in the city. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 23. Chapter 6.06.330 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.330 Running at large – Disposition when unredeemed – Procedure.

If the owner or person entitled to possession of any estray described in LMC [6.06.320](#) shall not appear and make out his title thereto and pay the charges against the same within the 72-hour period, the ~~animal control authority~~ animal shelter authority may sell or humanely destroy such estray. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 24. Chapter 6.06.340 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.340 Running at large – Disposition of proceeds of sale.

In the event of any sale of an animal pursuant to LMC [6.06.330](#), the proceeds thereof shall be accounted for and retained by the ~~animal control authority~~ animal shelter authority. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 25. Chapter 6.06.350 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.350 Fees for impounding estrays.

(1) The ~~animal control authority~~ animal shelter authority shall ~~make a charge of \$50.00~~ for impounding any animal referred to in LMC [6.06.310](#). Those fees shall be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution in addition to \$15.00 per day for keeping and feeding the same while so impounded. For a second offense the charge shall be \$100.00, and for a third offense and subsequent offense the charge shall \$150.00, in addition to the \$15.00 per day boarding fee.

(2) All fees and charges so collected by the ~~animal control authority~~ animal shelter authority shall be accounted for on an annual basis. (Ord. 3371 § 2, 2018; Ord. 3040 § 1, 2008; Ord. 2814 § 4, 2001; Ord. 2372 § 1, 1989).

Section 26. Chapter 6.06.390 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.390 Fee payment not exclusive remedy.

The payment of any of the fees provided in this chapter for the redemption of estrays from the ~~animal control authority~~ animal shelter authority shall not relieve any person

from prosecution and punishment under other provisions of this chapter. (Ord. 3040 § 1, 2008; Ord. 2372 § 1, 1989).

Section 27. Chapter 6.06.400 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.400 Exotic animals.

(1) Except as expressly provided for in this section, it shall be a misdemeanor for any person to possess, harbor, breed, import, export, barter, buy, sell or attempt to buy or sell any of the following animals in the city:

- (a) All nonhuman primates;
- (b) All wild cats of the family Felidae and their hybrids, except for the domestic cat *Felis catus*;
- (c) All species of bear;
- (d) All wild carnivores of the family Canidae and their hybrids, except for the domestic dog *Canis familiaris*;
- (e) Venomous reptiles and amphibians;
- (f) All reticulated pythons, Burmese pythons and snakes which may reach 10 feet or more in length; and
- (g) All members of alligator (*Alligator*), crocodile (*Crocodylus*) and caiman (*Crocodylus*) families.

(2) Any person who possesses any of the animals listed in subsection (1) of this section shall, within 48 hours from the time of initial possession of such animal, obtain a license from the ~~animal control authority~~ animal licensing authority allowing such person to possess or harbor such an animal. The cost of the license shall be \$25.00 per animal and the amount will be determined by the City Manager in the schedule of fees related to this chapter, which will be approved by the City Council through resolution. Any application for such a license shall contain a photograph of the animal, a precise description of the animal including the scientific name of the species to which it belongs, and a description of the exact location of where the animal is to be kept and how the animal will be caged and otherwise confined. Such a license shall be granted only if the applicant demonstrates to the animal control authority that adequate safeguards have been instituted and will be maintained which will effectively control the dangerous or vicious propensities of such animal and provide that the harboring or maintaining of such animal shall in no way constitute a nuisance to the occupants of the surrounding area. The quarters where the animal will be contained are subject to inspection and approval by the animal control authority. Such a license shall be valid for one year, and shall expire on December 31st of each year.

(3) The ~~animal control authority~~ animal shelter authority may revoke, suspend or refuse to renew any license issued under subsection (2) of this section if it reasonably finds that adequate safeguards are no longer in place or no longer being maintained which effectively control the dangerous or vicious propensities of an exotic animal described in

this section and provide that the harboring or maintaining of such animal shall in no way constitute a nuisance to the occupants of the surrounding area.

(4) If a person fails to comply with the requirements set forth in subsection (2) of this section or if a person's exotic animal license is revoked pursuant to subsection (3) of this section, then an official of the animal control authority may seize and impound the animal(s) for seven calendar days for the person or persons to comply with the requirements of this section. If the person fails to comply with the requirements of this section within this time period, then the ~~animal control authority~~ animal shelter authority has the authority to (a) sell the animal(s) for any reasonable price; or (b) donate the animal to a zoo, public institution or similar facility; or (c) euthanize the animal(s) in a humane manner. Any person that has an animal seized or impounded pursuant to this subsection shall have the right to appeal such seizure to the animal control authority. The appeal must be made in writing and submitted to the animal control authority within seven calendar days of the seizure of the animal(s). A hearing on the appeal will be scheduled within a reasonable time of its receipt by the animal control authority and will be heard by the director of the animal control authority.

(5) If any exotic animal escapes, the person who harbors or maintains the exotic animal shall immediately contact the police department and the animal control authority to report the escape. The person who harbors or maintains the exotic animal shall be liable for all expenses associated with efforts to recapture the exotic animal.

(6) The provisions of this section shall not apply to any facility possessing or maintaining exotic animals which is owned, operated or maintained by any governmental or public agency, including but not limited to public zoos, nor shall it apply to museums, laboratories and research facilities maintained by scientific or educational institutions, nor to commercial activities including, but not limited to, circuses, fairs or private zoological parks which are otherwise regulated by law. (Ord. 3216 § 2, 2012; Ord. 3040 § 1, 2008; Ord. 2693 § 8, 1998).

Section 28. Chapter 6.06.420 of the Longview Municipal Code shall be, and is hereby, amended to read as follows; provided manifest and numbering errors shall be corrected prior to publication:

6.06.420 Entry upon property.

Whenever it is necessary to enter upon private property or the public property of another governmental agency to enforce the provisions of this chapter, an official from the animal control division of the ~~Humane Society of Cowlitz County or the Longview police department~~ may apply to ~~Longview municipal court~~ the courts for a search warrant authorizing entry onto such property if legally required permission has been refused or cannot be readily ascertained.

Whenever a violation of this chapter reasonably appears to constitute an imminent or immediate danger to the health or safety of the public or if an animal is in an immediate life threatening condition, the Longview police department shall have the authority to

enter the property to abate the immediate danger to the public or immediate life threatening condition of the animal. (Ord. 3216 § 3, 2012).

Section 29. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance and the same shall remain in full force and effect. The City of Longview hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 30. That the City of Longview City Clerk is hereby ordered and directed to cause this Ordinance to be published.

Section 31. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 32. This Ordinance shall be in full force and effect from and after thirty (30) days from the date of its passage and publication provided by law.

Passed by the City Council this 28th day of November, 2023.

Approved by the Mayor this 28th day of November, 2023.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

Dana Gigler, City Attorney

Published: 12-5-2023



City of Longview

Agenda Summary

RESOLUTION NO. 2467 - AUTHORIZING AD VALOREM TAX

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2467

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

RCW Chapter 84.55 limits ad valorem taxes to 100% of the previous year's levy, plus the value of new construction and improvements; this is called a "limit factor." To exceed the "limit factor," the law requires cities to adopt a Resolution authorizing any increase in the ad valorem to a "limit factor" established by the city, which cannot exceed the lesser of one percent or inflation, as defined by the Implicit Price Deflator (IPD). This Resolution complies with the language of RCW 84.55 in that it represents an increase in the levy amount that is the lesser of one percent or an amount equal to inflation as measured by the implicit price deflator over the highest allowable levy since 1985. This Resolution authorizes a levy for 2024 in an amount which is 101.00% of the 2023 levy, which constitutes a 1.0% increase in the general property tax levy, in addition to any amount resulting from new construction and improvements to property, annexations, any increase in value of state-assessed property, and amounts eligible for refund levy. Such a Resolution must follow a public hearing regarding revenue sources. The public hearing for the 2023 General Fund revenue sources was held on November 14 and November 28, 2023.

STAFF CONTACT:

Kris Swanson, City Manager

Attachments:

1. RESOLUTION NO 2467 - Authorizing the Ad Valorem Tax Levy Rate for 2024

RESOLUTION NO. 2467

A RESOLUTION of the City Council of the City of Longview, Washington, pursuant to RCW Chapter 84.55 of the State of Washington, providing for a 1.0% increase in the regular property tax levy, in addition to any amount resulting from new construction, improvements, any increase in the value of state-assessed property and amounts eligible for refund levy from the amount that was levied in 2023 to an amount which is 101.00% thereof.

WHEREAS, RCW Chapter 84.55.120 of the State of Washington, provides for and requires the enactment of an ordinance or resolution of the City Council, after a public hearing, to levy ad valorem taxes in an amount and/or percentage higher than that levied in the previous year; and

WHEREAS, the City Council of the City of Longview, a city of more than 10,000 population, has properly given notice of the public hearing held on November 14, 2023, to consider the City of Longview's current expense budget for the 2024 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Longview shall provide for a 1.0% increase in the regular property tax levy from the previous year. Additions to the increase resulting from the addition of new construction and improvements to property, annexation and any increase in the value of state-assessed property, and amounts eligible for refund levy shall also be provided for in order to discharge the expected expenses and obligations of the City of Longview and in its best interests;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Longview as follows:

That an increase in the regular property tax levy, in addition to any new construction and improvements to property, annexation and any increase in the value of state-assessed property and amounts eligible for refund levy are hereby authorized for the 2024 levy in the amount of \$99,401.46 which is a percentage increase of 1.0% from the previous year.

Any unused general property tax levy capacity for the 2024 tax year is reserved for future levy as provided by RCW 84.55.092.

Passed by the City Council this ____ day of November, 2023.

Approved by the Mayor this ____ day of November, 2023.

Mayor

Attest:

City Clerk



City of Longview

Agenda Summary

ORDINANCE NO. 3499 - SETTING AD VALOREM TAX (2ND READING)

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3499

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue Effective Financial Management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The attached Ordinance fixes the estimated amount to be raised by ad valorem taxes for the 2024 Budget. For 2024, the requested ad valorem tax rate is \$2.0071497 per \$1,000 of assessed value. The \$2.01 per \$1,000 represents a \$0.02 decrease from the \$2.03 ad valorem tax rate levied in 2023. Based on the Preliminary Report of Value of \$5,076,095,139 provided by the Cowlitz County Assessor's Office, the estimate for 2024 taxes payable is \$10,188,483. The attached Ordinance sets the 2024 general property tax levy at 1.0% above last year's actual levy and includes the addition of any amount resulting from new construction and improvements to property, annexations, any increase in the value of state-assessed property and amounts eligible for refund levy. An Ordinance setting the 2024 levy must be delivered to the County legislative authority on or before November 30, 2023.

STAFF CONTACT:

Kris Swanson, City Manager

Attachments:

1. ORDINANCE NO 3499 - Setting the 2024 Ad Valorem Tax Rate

ORDINANCE NO. 3499

An Ordinance fixing the estimated amount to be raised by ad valorem taxes for the 2024 Budget of the City of Longview.

WHEREAS RCW 35A.33.135 provides that the City Council shall determine and fix, by ordinance, the amount to be raised by ad valorem taxes, and provides that such ordinance shall be certified to the Board of County Commissioners of Cowlitz County in accordance with RCW 84.52.020; and

WHEREAS RCW 84.52.020 requires that such ordinance be certified to the said County Commissioners on or before the 30th day of November in the year prior to the levy of such taxes;

WHEREAS the City Council adopted Resolution No. 2467, which provided for a 1% increase in the regular property tax levy from 2023, in addition to any amount resulting from the addition of new construction and improvements to property, annexations, any increase in value of state-assessed property, and amounts eligible for refund levy from the amount that was levied in 2023 to an amount which is 101.00% thereof.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LONGVIEW DO ORDAIN AS FOLLOWS:

SECTION 1. That the estimated dollar amount to be raised and the estimated tax rate levy upon real and personal property in Cowlitz County, Washington, to raise said dollar amount to cover the estimated budget needs of the City of Longview for the calendar year 2024 is, and shall be (based on 100% of the true and fair value of \$5,076,095,139 for the ensuing year 2024 as follows:

TAX RATE; \$2.01 per \$1,000 of assessed value

 \$2.01 for General Municipal purposes

DOLLAR AMOUNT: General Municipal Purposes \$10,188,483

SECTION 2. This ordinance shall be in full force and effect from and after five (5) days from the date of its passage and publication.

Passed by the City Council this ____ day of November, 2023.

Approved by the Mayor this _____ day of November, 2023.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Published: _____



City of Longview

Agenda Summary

ORDINANCE NO. 3500 - 2023-2024 MID-BIENNIUM BUDGET AMENDMENT (2ND READING)

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3500

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management of the City.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The subject ordinance has been prepared to amend the 2023-2024 biennial budget to authorize revenues and/or expenditures unforeseen at the time the 2023-2024 biennial budget was adopted. These amendments affect the General Fund, as well as the Arterial Street, HOME, Insurance Reserve, Criminal Justice, Transportation Benefit District, Capital Projects, LID Construction, Building Replacement, Water, Sewer, Storm Water, and Golf funds in the 2023-2024 biennial budget. Budget amendment ordinances require two readings before the Council. This evening's reading represents the second reading of Ordinance No. 3500.

STAFF CONTACT:

Kris Swanson, City Manager

Attachments:

1. Budget Amendment 2023-24 ~ ORD NO 3500

AGENDA SUMMARY SHEET

Business of the City Council

City of Longview, Washington

SUBJECT TITLE:

ORDINANCE NO. 3500

Amending the 2023-2024 Biennial Budget
(First Reading)**Agenda Item:**_____**Dept. of Origin:**_____ Finance _____**For Agenda of:**_____ November 14, 2023 _____**Clearances:****Originator:**_____ Kris Swanson _____**City Atty Review Necessary?**_____ Yes _____**Date/Initials of City Attorney:** _____**Asst. City Manager:**_____**EXHIBITS:**

Ordinance No. 3500

PRESENTED BY:

Kris Swanson, City Manager

SUMMARY STATEMENT:

The subject ordinance has been prepared to amend the 2023-2024 biennial budget to authorize revenues and/or expenditures unforeseen at the time the 2023-2024 biennial budget was adopted. These amendments affect the General Fund, as well as the Arterial Street, HOME, Insurance Reserve, Criminal Justice, Transportation Benefit District, Capital Projects, LID Construction, Building Replacement, Water, Sewer, Storm Water, and Golf funds in the 2023-2024 biennial budget.

Budget amendment ordinances require two readings before the Council. This evening's reading represents the first reading of Ordinance No. 3500.

Expenditure Required:	Amount Budgeted	Appropriation Required
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RECOMMENDED ACTION:

No action required.

ORDINANCE NO. 3500

An Ordinance relating to public expenditures and declaring an emergency under the provisions of RCW 35A.34.150, fixing the amount of money required to meet such emergencies and authorizing the expenditure of money not provided for in the 2023 - 2024 biennial budget of the City.

WHEREAS, on December 8, 2022, the City Council of the City of Longview adopted the biennial budget of the City of Longview for 2023-2024; and

WHEREAS, it was thereafter determined by said City Council that additional funds are available and that additional expenditures should be authorized, and said matters were not contemplated at the time of the adoption of said 2023-2024 biennial budget:

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

Section 1. That the General Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Revenue shall be increased to provide for robust sales and B&O tax revenues, Department of Commerce grants, investment earnings, a transfer-in from the Transportation Benefit District fund to cover street crew materials and equipment costs, and a decrease in fund balance requirements: \$2,495,910.00
- b) General Fund expenditures shall be increased for Police overtime and Police prisoner room and board, Hope Village Operations, Legal and HUD grant software needs, and a Transfer-out to the Mint Valley Golf fund: \$2,495,910.00

Section 2. That the Arterial Street Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Revenues shall be increased to provide for grant proceeds received from the State of Washington and Transportation Investment Board and unexpected Investment earnings: \$1,359,590.00
- b) Expenditures shall be increased to complete the 46th Avenue Reconstruction project: \$1,359,590.00

Section 3. That the HOME Fund of the 2023-2024 City of Longview biennial budget shall

be, and is hereby, amended as follows:

- a) HOME Fund revenues shall be increased to account for the new Affordable Housing Sales Tax enacted via Ordinance 3474, the Document Recording Fee revenues generated by adopting Resolution 2431, and higher-than-expected Affordable Housing State Shared Tax revenue: \$1,085,000.00
- b) HOME expenditures shall be increased to provide for contributions to ending fund balance: \$1,085,000.00

Section 4. That the Insurance Reserve Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues shall be increased to provide for unexpected investment earnings, increased industrial insurance contributions, and to reduce fund balance requirements: \$359,930.00
- b) Expenditures shall be increased to provide for a Public Information Officer position, higher-than-expected increases in fire and liability insurance, and unusually high accident repair costs: \$359,930.00

Section 5. That the Criminal Justice Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues shall be increased to provide for Byrne Discretionary, Pedestrian and Cycling Safety, Officer Wellness, Training Funding UFO-Duty to Intervene, WASPC Mental Health Field Response, and Phlebotomy Pilot Project grant funding: \$180,000.00
- b) Expenditures shall be increased to provide for two grant funded BHU Specialist positions and other increased supplied expenditures related to the grant funding: \$180,000.00

Section 6. That the Transportation Benefit District Fund of the 2023-2024 City of Longview

biennial budget shall be, and is hereby, amended as follows:

- a) Revenues shall be modified to provide for increased vehicle licensing fees (Ordinance No. TBD 23-01): \$150,970.00
- b) Expenditures shall be increased to provide funding to complete the California Way Rehabilitation project, for a transfer-out to the General Fund to cover materials and equipment costs

for the Street crew, and to contribute to ending fund balance: \$150,970.00

Section 7. That the Capital Projects Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Capital Projects Fund revenues shall be increased to provide for ARPA, Department of Commerce, CDBG, and Recreation and Conservation Office grant funds: \$4,056,770.00
- b) Capital Projects Fund appropriations shall be increased for expenditures associated with grant funding: \$4,056,770.00

Section 8. That the LID Construction Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Revenues of the LID Construction Fund shall be modified to provide for and Economic Development Agency grant and LID #352 special assessment prepayments: \$474,200.00
- b) LID Construction Fund appropriations shall be increased to provide funding to complete the LID #352 Beech Street Extension project and contribute to ending fund balance: \$474,200.00

Section 9. That the Building Replacement Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Revenues of the Building Replacement Fund shall be modified to provide for ARPA and Department of Commerce grant funding and unexpected investment earnings: \$500,000.00
- b) Building Replacement Fund appropriations shall be increased to provide for expenditures associated with grant funded projects: \$500,000.00

Section 10. That the Water Operating Fund of the 2023-2024 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) Revenues of the Water Operating Fund shall be modified, to provide for an increase in fund balance requirements and greater-than-expected investment earnings: \$2,511,600.00
- b) Water Operating Fund appropriations shall be increased to provide for a transfer-out to the Water Construction Fund: \$2,511,600.00

Section 11. That the Water Construction Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues of the Water Construction Fund shall be modified to provide for increased investment earnings, ARPA grant funding, a transfer-in from the Water Operating Fund, and to reduce fund balance requirements: \$115,000.00
- b) Water Construction Fund appropriations shall be increased to provide for grant funded CIP projects and to complete carryover projects from the prior year: \$115,000.00

Section 12. That the Sewer Operating Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues of the Sewer Operating Fund shall be modified to provide an increase in fund balance requirements and higher-than-expected investment earnings: \$6,060,120.00
- b) Sewer Operating Fund appropriations shall be increased to provide a transfer-out to Sewer Construction: \$6,060,120.00

Section 13. That the Sewer Construction Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues of the Sewer Construction Fund shall be modified to provide for a transfer-in from Sewer Operating, increased investment earnings, and reduce fund balance requirements: \$1,741,660.00
- b) Sewer Construction Fund appropriations shall be increased to provide funding to complete ongoing projects: \$1,741,660.00

Section 14. That the Storm Water Fund of the 2023-2024 City of Longview biennial budget

shall be, and is hereby, amended as follows:

- a) Revenues of the Storm Water Fund shall be modified to provide an increase in fund balance requirements and higher-than-expected investment earnings: \$197,000.00
- b) Storm Water Fund appropriations shall be increased to provide funding to complete ongoing projects: \$197,000.00

Section 15. That the Mint Valley Golf Fund of the 2023-2024 City of Longview biennial

budget shall be, and is hereby, amended as follows:

- a) Revenues of the Mint Valley Golf Fund shall be modified

- | | |
|--|--------------|
| to include a transfer-in from General Fund and higher than projected revenue from merchandise sales and green fees: | \$321,130.00 |
| | |
| b) Mint Valley Golf Fund appropriations shall be modified to provide funding for increases in utility charges, extra part-time staffing needed to accommodate play activity, and increases in merchandise expenditures to keep up with demand: | \$321,130.00 |

Section 16. That by reason of the facts herein before set forth, an emergency is hereby declared under the provisions of RCW 35A.34.150, and it is hereby ordered that the foregoing appropriations and budget amendments be approved in excess of the 2023-2024 biennial budget for the purposes stated herein.

Section 17. This ordinance shall be in full force and effect from and after five (5) days from its passage and publication.

Passed by the City Council this _____ day of November, 2023. Approved by the Mayor this _____ day of November, 2023.

M A Y O R

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Published: _____



City of Longview

Agenda Summary

RESOLUTION NO. 2469 – INTERLOCAL AGREEMENT WITH THE PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY FOR PROCUREMENT AND INSTALLATION OF HIGHLANDS NEIGHBORHOOD STREETLIGHTS

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2469.

COUNCIL INITIATIVE ADDRESSED:

Address quality of place issues, improve streets and roads

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The City received a Community Development Block Grant (CDBG) to provide additional lighting in the Highland Neighborhood to improve safety and energy efficiency. PUD owns and maintains streetlights installed on PUD poles in the Highlands Neighborhood, though it charges City for electricity, maintenance and replacement of streetlights. PUD and City of Longview are partnering and coordinating procurement and installation of additional lighting in the Highlands Neighborhood by replacing existing high-pressure sodium (HPS) fixtures with LED, adding new LED fixtures and adding new pole with fixtures to provide a higher level of illumination in the neighborhood.

The PUD and Longview are authorized by Chapter 39.34 RCW, the Interlocal Cooperation Act, to enter into cooperative agreements. The PUD and Longview desire to coordinate the procurement and installation of the additional lighting.

Resolution No. 2469 authorizes the City Manager to enter into an interlocal agreement with the PUD which would allow Longview to use the CDBG grant to compensate PUD for performing these services.

FINANCIAL SUMMARY:

Project is paid out of the Community Development Block Grant (CDBG).

Staff Contact:

Chris Collins, Assistant Public Works Director
Ivona Kininmonth, Engineer

Attachments:

1. Resolution 2469
2. Attachment A - ILA Highlands Lighting Final

RESOLUTION NO. 2469

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH THE PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY FOR PROCUREMENT AND INSTALLATION OF HIGHLANDS NEIGHBORHOOD STREETLIGHTS

WHEREAS, Public Utility District No. 1 of Cowlitz County (“PUD”) and City of Longview (“Longview”) are public agencies as defined by Ch. 39.34 of the Revised Code of Washington (“RCW”), and are authorized to enter into interlocal agreements on the basis of mutual advantage and thereby to provide service and facilities in the manner and pursuant to forms of governmental organization that will accord best with the geographic, economic, population, and other factors influencing the needs of local communities; and

WHEREAS, Longview received a Community Development Block Grant (“CDBG”) to provide additional lighting for the Longview Highlands Neighborhood to improve safety and energy efficiency; and

WHEREAS, PUD owns and maintains the streetlights installed on PUD poles in the Longview Highlands Neighborhood, though it charges Longview for electricity, maintenance and replacement of streetlights; and

WHEREAS, PUD and Longview desire to coordinate procurement and installation of approximately 109 new PUD poles with LED streetlight fixture (“LED”); procure and install approximately 252 LED on existing PUD poles; and procure and replace 58 high pressure sodium (“HPS”) with LED on existing PUD poles, and other necessary infrastructure to support the installation of the proposed streetlights; and

WHEREAS, PUD and Longview are authorized Chapter 39.34 RCW, the Interlocal Cooperation Act, to enter into cooperative agreements;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Longview as follows:

1. Section 1. The City Manager is authorized to execute the agreement with Public Utility District No. 1 of Cowlitz County to provide procurement and installation of Highlands neighborhood streetlights by PUD, which agreement is provided as ATTACHMENT A, and forming a part of this Resolution.

PASSED by the City Council of the City of Longview, Washington, and approved by its Mayor at a meeting of said City Council held on the 28th day of November 2023.

M A Y O R

ATTEST:

City Clerk

INTERLOCAL AGREEMENT REGARDING HIGHLANDS NEIGHBORHOOD STREETLIGHT UPGRADES

This Interlocal Agreement (the Agreement) is entered into between the **Public Utility District No. 1 of Cowlitz County, Washington**, a Washington municipal corporation (“PUD”) and the **City of Longview**, a Washington municipal corporation (“Longview”) pursuant to *The Interlocal Cooperation Act* of the Revised Code of Washington Chapter 39.34.

SECTION 1. RECITALS

- 1.1 Longview received Community Development Block Grant (CDBG) to provide additional lighting for the Longview Highland Neighborhood to improve safety and energy efficiency.
- 1.2 PUD owns and maintains streetlights installed on PUD poles in the Longview Highlands Neighborhood, though it charges Longview for electricity, maintenance, and replacement of streetlights.
- 1.3 PUD and Longview desire to coordinate procurement and installation of approximately 109 new PUD poles with LED streetlight fixtures (“LED”); procure and install approximately 252 LED on existing PUD poles; and procure and replace 58 high pressure sodium (“HPS”) with LED on existing PUD poles, and other necessary infrastructure to support the installation of the proposed streetlights, as further described herein.
- 1.4 PUD and Longview are authorized by Chapter 39.34 RCW, the Interlocal Cooperation Act, to enter into cooperative agreements.

Now therefore, in consideration of the terms and conditions contained herein, the parties agree as follows:

SECTION 2. RESPONSIBILITIES OF THE PARTIES

- 2.1 PUD shall procure approximately 109 new wooden poles of size as determined by PUD, approximately 361 eight (8) foot long streetlight arms, approximately 431 LED streetlight fixtures (without photocells) and other incidental material required to install the streetlights.
- 2.2 Longview shall procure 431 smart controls at its expense and shall provide to PUD to install. After installation, Longview will operate and control the dimming and schedule of the smart controls.
- 2.3 PUD shall notify Longview once materials are received, and installation and replacement work is ready to proceed.
- 2.4 PUD shall install the streetlight fixtures in quantity described in section 2.10.

- 2.5 Longview shall assist to clear access to work areas necessary for the PUD to complete the work described herein.
- 2.6 PUD shall complete the necessary work and may invoice Longview as necessary for the actual costs of the work including labor, materials, equipment, and appropriate overhead.
- 2.7 PUD shall complete the work within a reasonable time after the material is delivered and sufficient crews are available. PUD estimates completing work by October 1, 2024, provided the materials are delivered timely and in good condition.
- 2.8 PUD fee schedule below does not include sales or B&O tax. PUD will pay sales tax on material. Sales tax will not be included in the material price billed to Longview. B&O tax will apply to the total work order amount and will be billed as a separate line item on invoices to Longview.
- 2.9 Longview will pay invoices within 30 days of receipt provided the charges are reasonable and within the agreed scope of work and fee.
- 2.10 PUD's estimate below is based on vendor quotes and approximate pole locations identified by Longview and PUD at the time of entering into this Agreement. The amount billed will be based on actual costs to install including labor, materials, equipment, and appropriate overhead. PUD will notify Longview of any changes in pricing due to unforeseen circumstances as work progresses.

Work Order No.	Description of Work	Quantity	Unit	Unit Price	Total Amount
808188	Replace existing PUD-owned with new LED streetlights	58	Each	\$325.58	\$18,884.00
795334	Provide and install new LED streetlights on existing PUD-owned poles	252	Each	\$428.02	\$107,862.00
794657	Provide and install new PUD-owned poles and LED streetlights	109	Each	\$2,323.94	\$253,309.00
Subtotal Cost					\$380,055.00
B&O Tax at 1.75%					\$6,650.96
Total Cost					\$386,705.96

- 2.11 Once lights are in service, Longview will notify PUD of any streetlight outages. PUD will own, maintain, repair, replace fixtures after the initial installation. Longview will own the smart control. In event of smart control failure, Longview will procure and provide replacements which PUD will install within a reasonable time based on crew availability.

- 2.12 Longview shall pay streetlight electric consumption upon receipt of regular bills from PUD at the Public Street Lighting Rate Schedule, which may be adjusted from time to time by PUD's Board of Commissioners.
- 2.13 If Longview terminates this Agreement pursuant to section 3.5 or if the smart controls become inoperable, or Longview terminates the cell provider agreement Longview will be responsible for PUD's cost to replace the smart controls with photocells to be owned and operated by PUD, if the smart control stops functioning as a photocell.

SECTION 3. GENERAL PROVISIONS

- 3.1 Neither party shall, by virtue of this Agreement, acquire any proprietary or governmental interest in the infrastructure of the other party. The services provided under this Agreement are those of an independent contractor. Employees of Longview are, and will remain, employees of Longview. Employees of the PUD are, and will remain employees of the PUD.
- 3.2 Each Party shall hold harmless, indemnify, and defend the other Party, its officers, officials, employees and agents, solely for third party claims relating to bodily injury, sickness or death, or real or personal property damage or destruction and loss of use thereof, including costs and attorney's fees in defense thereof, to the extent caused by or arising out of its own negligence in the performance of its obligations under this Agreement. Each Party's obligations hereunder shall not extend to bodily injury, sickness or death caused by or arising out of the sole negligence of the other Party, its officers, officials, employees, or agents. In the event of the concurrent negligence of the parties, each Party's obligations hereunder shall apply only to the percentage of fault attributable to that Party, its officers, officials, employees, or agents. The provisions of this Section 3.2 shall survive the expiration or termination of this Agreement and completion of the request for services. **It is further specifically and expressly understood that the indemnification provided herein constitutes the Parties' waiver of immunity under the Title 51 RCW, concerning industrial insurance, solely for the purposes of indemnification. This waiver has been mutually negotiated by the Parties.**
- 3.3 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 3.4 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and may be modified only by an agreement in writing signed by both parties.
- 3.5 This Agreement shall take effect upon approval by the City Council of Longview and the General Manager of the PUD. This Agreement shall continue through the installation work and thereafter will remain in effect until cancelled by either Party in writing upon not less than ninety (90) days advance notice.

- 3.6 In the event of a dispute arises under this Agreement, it will be resolved in the following manner: Longview and the PUD will each appoint a person of their choice to meet within a reasonable time and attempt a resolution of the dispute in good faith. If the dispute is not thereafter resolved, the Parties will attempt to agree to the terms of a binding arbitration and appointment of an arbitrator. If the Parties are unable to agree to the terms of a binding arbitration, the matter will be submitted to the Washington Arbitration and Mediation Service (WAMS) in Seattle, with WAMS to appoint an arbitrator. Each Party will bear its own costs and attorney fees, and one half of the arbitration fee. The decision of the arbitrator will be final.
- 3.7 The project representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

Cowlitz PUD

Kelly Parsons
Cowlitz PUD
PO Box 3007
Longview, WA 98632
kparsons@cowlitzpud.org
360.501.9556

City of Longview

Ivona Kininmonth
City of Longview Engineering Department
PO Box 128
Longview, WA 98632
Ivonak@ci.longview.wa.us
360.442.5208

- 3.8 A copy of this Interlocal Agreement shall be filed with the Cowlitz County Auditor's Office.

**PUBLIC UTILITY DISTRICT NO. 1
OF COWLITZ COUNTY, WASHINGTON**

THE CITY OF LONGVIEW

Gary Huhta, General Manager

Kristina K. Swanson, City Manager

Date: _____

Date: _____

Authorized by Resolution No.: _____

Adopted on: _____

Approval as to form:

Approval as to form:

Richard L Hughes, General Counsel

Dana Gigler, City Attorney



City of Longview

Agenda Summary

RESOLUTION NO. 2470 - INTERLOCAL AGREEMENT WITH HOUSING OPPORTUNITIES OF SOUTHWEST WASHINGTON MEMORIALIZING USAGE OF THE .01 SALES TAX FOR AFFORDABLE HOUSING AND 1406 MONIES ON STRATEGIES AND TARGET POPULATIONS THE CITY AIMS TO SERVE AND ASSIST

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2470

DATE: November 28, 2023

COUNCIL STRATEGIC INITIATIVE ADDRESSED:
Preserve and enhance neighborhoods
Address quality of place issues
Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:
The City of Longview would like to enter an Interlocal Agreement with Housing Opportunities of Southwest Washington memorializing usage of the .01 Sales Tax for Affordable Housing and 1406 monies on strategies and target populations the city aims to serve and assist.

The Housing Authority has powers to prepare, carry out, acquire, lease and operate housing projects; provide for the construction, reconstruction, improvement, alteration or repair of any housing project; to acquire, lease, rent, sell or otherwise dispose of any commercial space located in buildings or structures containing a housing project or projects; lease or rent any dwellings, houses, accommodations, lands, buildings, structures or facilities embraced in any housing project; and to act as the developer for new housing projects or improvements of existing housing projects.

HOSWWA operates the Housing Choice Voucher program in the local area. HOSWWA also owns properties in the local area.

Cowlitz County needs 10,000 total housing units. HOSWWA has 439 owned and managed units and 75 units in development. HOSWWA's waitlist in Cowlitz County is 1,800 and 83% are for 1-2 person households.

Washington State measures to increase affordable housing include: housing and related services sales tax; HB 1406 Affordable Housing Sales Tax Credit; affordable housing property tax levy; real estate excise taxes; multi-family tax exemption; and lodging taxes. Other resources include Washington State Housing Trust Fund; Community Development Block Grants; HOME Investment Partnerships Program; Low Income Housing Tax Credit; Section 8 Housing Choice vouchers; and Federal home loan bank.

RCW 82.14.530 – any city may adopt a sales and use tax up to 1/10th of 1% if the County has not done so first. If a city has adopted the sales tax and the county imposes the same at a later date, the county must credit the city's 0.1% back to the city. Longview adopted January 12, 2023. Use of the revenues include: constructing or acquiring affordable housing; constructing or acquiring behavioral health-related facilities; acquiring land for those purposes; and funding the operation and maintenance costs of new affordable housing units and facilities within which housing-related

programs are provided. This applies to persons with behavioral health disabilities, veterans, senior citizens, persons with disabilities, persons who are homeless or at risk of being homeless, unaccompanied homeless youth or young adults, domestic violence survivors.

Affordable Housing Sales Tax Credit (HB1406) – RCW 82.14.540 established a new affordable housing sales tax credit available to all cities, towns and counties that chose to participate and adopted an ordinance no later than July 27, 2020.

Credit against the 6.5% State sales tax rate, does not increase the tax rate for consumers; instead, shares a portion of the state sales tax with cities, towns and counties. Expires 20 years after first imposed by the jurisdiction. Longview began collecting March 1, 2021, and will expire after 20 years.

Use of revenue: acquiring, rehabilitating, or constructing affordable housing, which may include new units within an existing structure or facilities providing supportive housing services; operations and maintenance costs of new units of affordable or supportive housing; loans or grants to nonprofit organizations or public housing authorities; repayment of bonds; rental assistance to tenants who are at or below 60% of the jurisdiction's median income; administrative costs not to exceed 10% of the annual tax distribution.

There is missing housing infrastructure – 10,000 units needed in Cowlitz County by 2044; 7,300 of these are under 80% of the median income or affordable; housing costs are predicted to continue rising; insufficient supply of 1- and 2-bedroom units.

There is insufficient available land – land availability is decreasing; price of land is increasing; need to survey what is available or surplus.

there is older inventory – need for rehabilitation – median age of Longview real estate is 53 years old; derelict properties, absentee landlords.

Rental prices are unaffordable – wages not keeping up with rising costs of housing; pressure from Portland and Vancouver transplants; homelessness increasing.

Obstacles to developing affordable housing include – cost, competition for funds/limited funds, complex development process and lower rents in Longview.

Public Housing Authorities (PHAs) were specifically created for this. PHAs run the Section 8 program – subsidy needed for successful affordable housing. PHAs compete well for funding. PHAs have bonding authority and a tax exempt bond set aside. Most PHAs (including HOSWWA) have experience developing and managing tax credits. Housing Authorities are public agencies and as such can participate in interlocal agreements with other public agencies.

Resolution No. 2470 authorizes the City Manager to enter into an interlocal agreement with Housing Opportunities of Southwest Washington.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2470.

STAFF CONTACT:

Assistant City Manager Ann Rivers

Attachments:

1. Resolution 2470 ILA with HOSWWA
2. Housing Authority-City of Longview Interlocal Agreement LMB 11.20.23, 4895-4982-9005 v.3
3. addendum to ILA

Resolution No. 2470

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH HOUSING OPPORTUNITIES OF SOUTHWEST WASHINGTON MEMORIALIZING USAGE OF THE .01 SALES TAX FOR AFFORDABLE HOUSING AND 1406 MONIES ON STRATEGIES AND TARGET POPULATIONS THE CITY AIMS TO SERVE AND ASSIST

WHEREAS, The City of Longview would like to enter an Interlocal Agreement with Housing Opportunities of Southwest Washington memorializing usage of the .01 Sales Tax for Affordable Housing and 1406 monies on strategies and target populations the city aims to serve and assist.

WHEREAS, The Housing Authority has powers to prepare, carry out, acquire, lease and operate housing projects; provide for the construction, reconstruction, improvement, alteration or repair of any housing project; to acquire, lease, rent, sell or otherwise dispose of any commercial space located in buildings or structures containing a housing project or projects; lease or rent any dwellings, houses, accommodations, lands, buildings, structures or facilities embraced in any housing project; and to act as the developer for new housing projects or improvements of existing housing projects.

WHEREAS, HOSWWA operates the Housing Choice Voucher program in the local area. HOSWWA also owns properties in the local area.

WHEREAS, Cowlitz County needs 10,000 total housing units. HOSWWA has 439 owned and managed units and 75 units in development. HOSWWA's waitlist in Cowlitz County is 1,800 and 83% are for 1-2 person households.

WHEREAS, Washington State measures to increase affordable housing include: housing and related services sales tax; HB 1406 Affordable Housing Sales Tax Credit; affordable housing property tax levy; real estate excise taxes; multi-family tax exemption; and lodging taxes. Other resources include Washington State Housing Trust Fund; Community Development Block Grants; HOME Investment Partnerships Program; Low Income Housing Tax Credit; Section 8 Housing Choice vouchers; and Federal home loan bank.

WHEREAS, RCW 82.14.530 – any city may adopt a sales and use tax up to 1/10th of 1% if the County has not done so first. If a city has adopted the sales tax and the county imposes the same at a later date, the county must credit the city's 0.1% back to the city. Longview adopted January 12, 2023. Use of the revenues include: constructing or acquiring affordable housing; constructing or acquiring behavioral health-related facilities; acquiring land for those purposes; and funding the operation and maintenance costs of new affordable housing units and facilities within which housing-related programs are provided. This applies to persons with behavioral health disabilities, veterans, senior citizens, persons with disabilities, persons who are homeless or at risk of being homeless, unaccompanied homeless youth or young adults, domestic violence survivors.

WHEREAS, Affordable Housing Sales Tax Credit (HB1406) – RCW 82.14.540 established a new affordable housing sales tax credit available to all cities, towns and counties that chose to participate and adopted an ordinance no later than July 27, 2020.

WHEREAS, Credit against the 6.5% State sales tax rate, does not increase the tax rate for consumers; instead, shares a portion of the state sales tax with cities, towns and counties. Expires 20 years after first imposed by the jurisdiction. Longview began collecting March 1, 2021, and will expire after 20 years.

WHEREAS, Use of revenue includes: acquiring, rehabilitating, or constructing affordable housing, which may include new units within an existing structure or facilities providing supportive housing services; operations and maintenance costs of new units of affordable or supportive housing; loans or grants to nonprofit organizations or public housing authorities; repayment of bonds; rental assistance to tenants who are at or below 60% of the jurisdiction's median income; administrative costs not to exceed 10% of the annual tax distribution.

WHEREAS, there is missing housing infrastructure – 10,000 units needed in Cowlitz County by 2044; 7,300 of these are under 80% of the median income or affordable; housing costs are predicted to continue rising; insufficient supply of 1- and 2-bedroom units.

WHEREAS, there is insufficient available land – land availability is decreasing; price of land is increasing; need to survey what is available or surplus.

WHEREAS, there is older inventory – need for rehabilitation – median age of Longview real estate is 53 years old; derelict properties, absentee landlords.

WHEREAS, Rental prices are unaffordable – wages not keeping up with rising costs of housing; pressure from Portland and Vancouver transplants; homelessness increasing.

WHEREAS, Obstacles to developing affordable housing include – cost, competition for funds/limited funds, complex development process and lower rents in Longview.

WHEREAS, Public Housing Authorities (PHAs) were specifically created for this. PHAs run the Section 8 program – subsidy needed for successful affordable housing. PHAs compete well for funding. PHAs have bonding authority and a tax exempt bond set aside. Most PHAs (including HOSWWA) have experience developing and managing tax credits. Housing Authorities are public agencies and as such can participate in interlocal agreements with other public agencies.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Longview as follows:

Section 1. The City Manager is authorized to execute the agreement with Housing Opportunities of Southwest Washington Cowlitz County memorializing usage of the .01 Sales Tax for Affordable Housing and 1406 monies on strategies and target populations the city aims to serve and assist which is attached as Exhibit A, and forming a part of this Resolution.

PASSED by the City Council of Longview, Washington, and approved by its Mayor this 28th day of November, 2023.

Mayor

ATTEST:

City Clerk

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT is made and entered into pursuant to Chapter 39.34 of the Revised Code of Washington, by and between the City of Longview, Washington, a municipal corporation of the State of Washington (City) and the Housing Authority of the City of Longview (Housing Authority), a municipal corporation organized under chapter 35.82 of the Revised Code of Washington, on the dates shown below.

1. RECITALS

1.1 The City is eligible for and receives sales and use taxes for affordable and supportive housing and housing-related services authorized in RCW 82.14.530 and 82.14.540, and imposed under the City's municipal code in Section 3.08.025 LMC and under chapter 3.14 LMC (Taxes).

1.2 The Taxes are authorized for:

1.2.1 Constructing or acquiring affordable housing, which may include emergency, transitional, and supportive housing and new units of affordable housing within an existing structure, and facilities providing housing-related services, or acquiring land for these purposes;

1.2.2 Constructing or acquiring behavioral health-related facilities, or acquiring land for these purposes;

1.2.3 Funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers;

1.2.4 Acquiring, rehabilitating, or constructing affordable housing, which may include new units of affordable housing within an existing structure or facilities providing supportive housing services under RCW 71.24.385;

1.2.5 Funding the operations and maintenance costs of new units of affordable or supportive housing;

1.2.6 Providing rental assistance to tenants; and

1.2.7 Certain administrative costs associated with administering the programs and projects funded by the Taxes.

1.2.8 Amounts utilized for the activities listed in Section 1.2.1 through 1.2.7 are referred to as Authorized Expenditures under this Agreement.

1.3 With this Agreement, the City agrees to provide revenues authorized by RCW 82.14.530 and 82.14.540 to the Housing Authority for the purposes set forth in this Agreement.

1.4 The Housing Authority has the appropriate statutory authority pursuant to chapter 35.82 RCW, to make and execute contracts and other instruments, including but not limited to

partnership agreements and joint venture agreements, necessary or convenient to the exercise of the powers of the Housing Authority, and is ready, willing, and able to use the Taxes for the programs and projects described in this Agreement.

1.5 Entry into this Agreement is authorized under Chapter 39.34 of the Revised Code of Washington, the Interlocal Cooperation Act, and RCW 35.82.070(1) and RCW 82.14.540(10).

2. AGREEMENT

For and in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

2.1 Effective Date. This Agreement will be effective upon execution by both parties.

2.2 Purpose. The purpose of this Agreement is to allow the City to provide funding assistance to the Housing Authority for implementation of programs and projects authorized by RCW 82.14.530 and 82.14.540, and corresponding City code, as detailed in the attached Addendum.

2.3 Financing.

2.3.1 Reimbursement. In addition to amounts for administrative costs addressed in Section 2.3.3, the City agrees to reimburse the Housing Authority for any Authorized Expenditures from the Taxes collected by the City received under RCW 82.14.530 and 82.14.540 and corresponding City Code, upon receipt of an invoice from the Housing Authority, no more frequently than monthly, identifying the Authorized Expenditure, the date of the expenditure and any other details that the parties agree should be provided.

2.3.2 Budget and Reserve; Report. The City agrees to account for the Taxes and reimbursement to the Housing Authority under this Agreement upon adoption of its biennial budget, and at that time, the City may decide to hold back up to 2% of the Taxes as a reserve. The City may choose to use the reserved funds to reimburse the Housing Authority for Authorized Expenditures at any time during the budget period. Prior to the City adopting its biennial budget, the Housing Authority agrees to provide a report to the City describing the Authorized Expenditures during the preceding budget period, the amount of the reimbursement received by the Housing Authority for each Authorized Expenditure, and the expected Authorized Expenditures for the ensuing budget period in a format similar to the Addendum.

2.3.3 Administration and Administrative Costs. No more than 10% of the Taxes (Cap) may be expended on administrative costs associated with the Authorized Expenditures. The City may retain one-half of the Taxes allocated to administrative costs, subject to the Cap, to fund its own administrative costs related to the collection, reimbursement, reporting, and auditing of the Taxes or other administrative tasks associated with the Taxes. The City agrees to reimburse the Housing Authority one-half of the Taxes allocated to administrative costs, subject to the Cap, upon receipt of an invoice described in Section 2.3.1.

2.4 Administrators. It is not the intention that a separate legal entity be established to conduct this cooperative undertaking. Pursuant to RCW 39.34.030(4)(a), the administrators for administering this Agreement are:

City of Longview
Kristina Swanson, City Manager
1525 Broadway
PO Box 128
Longview, WA 98632
360-442-5004
Kris.swanson@ci.longview.wa.us

Housing Authority of the City of Longview
Jennifer Westerman
820 11th Avenue
Longview, WA 98632
360-423-0140
Jennifer.westerman@hoswwa.org

2.5 Real and Personal Property. Any real and personal property affected by this Agreement will be owned by the Housing Authority for the duration and after termination of this Agreement.

2.6 Duration and Termination. The term of this Agreement is 10 years from the date the last party to this Agreement signs the Agreement. The parties have the option to renew this Agreement in 5-year extension periods.

2.7 Duty to Submit Agreement to Jurisdictional State Officer or Agency. The requirements of RCW 39.34.050 do not apply to this Agreement as no state officer or agency has control over the subject matter of this Agreement.

2.8 Publication. Prior to its entry into force and pursuant to RCW 39.34.040, this Agreement must be published on the respective agencies' websites.

2.9 Public Records. The parties are separately responsible for their respective public records under chapter 42.56 RCW.

3. General Terms.

3.1 This Agreement is entered into in the State of Washington. This Agreement must be governed by and construed in accordance with the laws of the United States and the State of Washington.

3.2 This Agreement contains all the terms and conditions agreed upon by the parties. No representation or promise not expressly contained in this Agreement has been made. The parties are not entering into this Agreement based on any inducement, promise or representation, expressed or implied, which is not expressly contained in this Agreement.

3.3 This Agreement supersedes all prior or simultaneous representations, discussions, negotiations, and agreements, whether written or oral, within the scope of this Agreement.

3.4 The headings of the sections of this Agreement are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of the sections or this Agreement.

3.5 No term or provision of this Agreement will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing signed on behalf of the party against whom the waiver is asserted.

3.6 Failure of a party to declare any breach or default immediately upon the occurrence thereof, or delay in taking any action in connection with, will not waive such breach or default.

4. Nondiscrimination; Equal Employment Opportunity.

4.1 In the performance of this Agreement, the parties and their employees and agents must at all times comply with all federal, state, and local laws, ordinances, rules, and regulations with respect to nondiscrimination and equal employment opportunity which may at any time be applicable.

4.2 Without limiting the generality of the foregoing, the parties may not discriminate against any employee or applicant for employment because of age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as required by law.

4.3 The parties must take affirmative action to ensure that any housing provider does not discriminate on the basis of age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as required by law.

Dated _____, 2023

CITY OF LONGVIEW, WASHINGTON

HOUSING AUTHORITY OF THE CITY OF LONGVIEW

Kris Swanson, City Manager

Jennifer Westerman

1/10th of 1% Affordable Housing Sales Tax and 1406 Sales Credit, Proposed Uses:

HOSWWA is proposing an annual budget that is project non-specific as that will give us the ability to flex to the project that will provide the fastest results. Application process for funding are not guaranteed and we would like the ability to move forward with other work if we are waiting for the next funding round. While we propose that 2024 Funds be utilized for moving forward with the development of 6 acres located at 5317 Ocean Beach, in the event that project does not get funded we would like to move to other options rather than simply wait for next funding cycle. The preliminary proposal for Ocean Beach includes 80-90 units with a portion of these units in a dedicated senior elevator building complex. Timeline would be application for funding in 2024 with construction to begin in 2025. We are currently exploring options that *may* advance this timeline. To provide more specific directions in this ILA, we propose the following categories of uses. As well we've provided a budget with these categories of use. While we intend to use the first year of these funds for the Ocean Beach Project, to remain agile we suggest that changes to budgets not require a change to the ILA.

Pre-Development may include:

- Feasibility Studies
- Preliminary ground studies
 - Geotechnical Consultant
 - Wetlands Consultant
 - Environmental Studies
 - Soil Loading (if needed)
- Surveys
- Market Study
- NEPA
- Preliminary Architectural Drawings
- Completing funding applications
- Other elements required prior to closing on funding.

Development Costs May Include:

- Application of funds to construction or soft costs as local contribution
- Utilization of funds for leverage of debt service
- Bond Issuance Fees
- Establishing property reserves as required by funders.

Acquisition of Property

- Feasibility Study
- Funding Applications
- Market Studies
- Asbestos, lead, meth testing as required
- Required Environmental Studies
- Acquisition funding
- Rehabilitation expenses

Proposed Budget 2024 .01% Sales Tax	
Budget Item	Amount
City Retention for Reserves	\$20,000
Administrative Fee HOSWWA	\$50,000
Administrative Fee Longview	\$50,000
Development Coordinator Salary/Benefits	\$100,000
Pre-Development Costs	\$200,000
Development Costs	\$580,000
Total	\$1,000,000



City of Longview

Agenda Summary

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

RECOMMENDED ACTION:

APPROVE RECOMMENDED APPOINTMENTS

DATE: November 28, 2023

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

At the end of 2023, , some terms on several City boards and commissions will expire or some members are resigning.

The Council Appointments Committee reviews applications and recommends appointments to be appointed by the city council. The following boards and commissions are appointed by the city council and have terms expiring or members resigning this year: Complete Streets Advisory Committee, Downtown Advisory Committee, Historic Preservation Commission, Lodging Tax Advisory Committee, Mosquito Control District, Parks & Recreation Board, Planning Commission, Sister City Commission.

The following boards and commissions are appointed by the mayor and require council concurrence: Accessibility Advisory Committee, Library Board, Salary Commission.

The following boards and commissions are appointed by the city manager and require council concurrence: Appeal Board of Adjustment, Golf Advisory Committee.

RECOMMENDED ACTION:

Approve recommended appointments.

Attachments: None



City of Longview

Agenda Summary

APPROVAL OF CLAIMS

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

FIRST HALF NOVEMBER 2023 ACCOUNTS PAYABLE: \$2,599,971.32

FIRST HALF NOVEMBER 2023 PAYROLL:

\$12,669.11, checks
\$900,817.14, direct deposits
\$619,104.31, wire transfers
\$1,532,590.56 Total

STAFF CONTACT:

Lindy Kennedy, Accountant
Dana Beck, Payroll Specialist

Attachments: None



City of Longview

Agenda Summary

RESOLUTION NO. 2468 - SURPLUS CITY OFFICE SUPPLIES AND EQUIPMENT

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2468

DATE: November 28, 2023

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The equipment identified in Exhibit "A" (surplus request forms) of the attached resolution has been determined by staff to be no longer needed. Before these items can be sold, traded-in, or otherwise disposed of, they must be declared surplus. This resolution will declare these items surplus and authorize the City Manager to sell or otherwise dispose of them.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2468.

STAFF CONTACT:

Kris Swanson, City Manager

Attachments:

1. Resolution 2468 - Surplus City Property
2. Exhibit A - Surplus Items

A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN PROPERTY DEEMED TO BE SURPLUS TO THE REASONABLE FORESEEABLE NEEDS OF THE CITY OF LONGVIEW.

WHEREAS, certain items of equipment belonging to the City of Longview are obsolete and no longer used by the City; and

WHEREAS, the value, obsolescence and condition of these items of inventory make it impractical to trade the same in on future purchases of new inventory items from the list of assets of the City, and to obtain the maximum return for said inventory items, it would be in the best interest of the City to dispose of the same in a manner that will be to the best advantage to the City of Longview;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Longview as follows:

1. Based upon the finding and recommendations of the City Manager of said City, the items of inventory belonging to said City as shown on "Exhibit A" (surplus request forms), attached hereto and incorporated herein by this reference, are declared to be surplus to the foreseeable needs of the City.

2. That it is deemed to be for the common benefit of the residents of said City to dispose of said items of inventory.

3. That the City Manager is authorized to dispose of items listed on "Exhibit A" (surplus request forms), attached hereto, in a manner that will be to the best advantage to the City of Longview.

PASSED by the City Council of Longview, Washington, and approved by its
Mayor this 28th day of November, 2023.

Mayor

ATTEST:

City Clerk

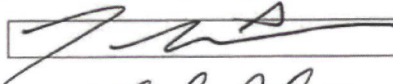
Surplus Request Form

Department:

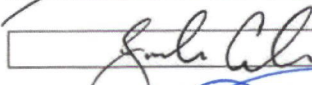
Date:

City Asset Number	Description <i>Include make, model, identifying numbers, color, condition, dimensions, weight (if scrap metal), etc. Provide a picture for auction items.</i>	Value	Method of Disposal codes below*
N/A	ART PRINTS - PURCHASED 12/31/1986	\$44.65	N
N/A	ART PRINTS - PURCHASED 12/31/1989	\$51.81	N
N/A	ART PRINTS - PURCHASED 12/31/1990	\$21.97	N
N/A	ART PRINTS - PURCHASED 12/31/1991	\$180.37	N
N/A	ART PRINTS - PURCHASED 12/31/1992	\$42.98	N
N/A	ART PRINTS - PURCHASED 12/31/1993	\$148.79	N
N/A	ART PRINTS - PURCHASED 12/31/1994	\$57.88	N
N/A	ART PRINTS - PURCHASED 12/31/1995	\$185.36	N
N/A	ART PRINTS - PURCHASED 12/31/1996	\$387.50	N
N/A	ART PRINTS - PURCHASED 12/31/2001	\$420.57	N
N/A	ART PRINTS - PURCHASED 12/31/2002	\$290.36	N
N/A	ART PRINTS - PURCHASED 12/31/1976	\$904.93	N
N/A	BOOKS (# INCLUDED IN 2005 PURCHASES) - PURCHASED 12/31/2005	\$0.00	N
N/A	BOOKS (#INCLUDED IN 2007 PURCHASES) - PURCHASED 12/31/2007	\$0.00	N
N/A	MEMORIAL BOOKS (# INCLUDED IN 2016 PURCHASES) - PURCHASED 12/31/2016	\$0.00	N
N/A	MEMORIAL BOOKS (# INCLUDED IN 2009 PURCHASES) - PURCHASED 12/31/2009	\$0.00	N
N/A	MEMORIAL BOOKS (# INCLUDED IN 2011 PURCHASES) - PURCHASED 12/31/2011	\$0.00	N
N/A	MEMORIAL BOOKS (# INCLUDED IN 2012 PURCHASES - PURCHASED 12/31/2012	\$0.00	N
N/A	BOOKS 11,269 - PURCHASED 12/31/2016	\$0.00	N
N/A	BOOKS 11,643 - PURCHASED 12/31/2015	\$0.00	N
N/A	BOOKS 11,652 - PURCHASED 12/31/2011	\$0.00	N
N/A	BOOKS 12,036 - PURCHASED 12/31/2014	\$0.00	N
N/A	BOOKS 12,247 - PURCHASED 12/31/2012	\$0.00	N
N/A	BOOKS 12,582 - PURCHASED 12/31/2018	\$54.68	N
N/A	BOOKS 13,073 - PURCHASED 12/31/2017	\$0.00	N
N/A	BOOKS 15,730 - PURCHASED 12/31/2013	\$0.00	N
N/A	BOOKS 6,812 - PURCHASED 12/31/2006	\$0.00	N
N/A	BOOKS 7,845 - PURCHASED 12/31/2010	\$0.00	N

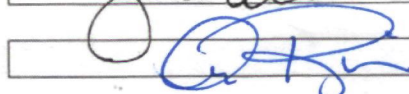
*Method of Disposal Codes: A = auctioneer handled through Fleet Dept., B = sealed bid process, D = dispose as scrap metal, E = ebay or similar, G = government transfer, I = inter-department transfer N = donate to nonprofit, O = other, S = state surplus program, T = trash

Department Signature: 

Date:

Supervisor Signature: 

Date:

City Manager Signature: 

Date:

Longview City Council Resolution Number (if needed):

Council Approval Date:



Date 10/4/23

Method of Disposal Codes:* **A = auctioneer handled through Fleet Dept., **B** = sealed bid process, **D** = dispose as scrap metal, **E** = ebay or similar, **G** = government transfer, **I** = inter-department transfer **N** = donate to nonprofit, **O** = other, **S** = state surplus program, **T** = trash

Council Approval Date:



Date 10/12/23

*Method of Disposal Codes: **A** = auctioneer handled through Fleet Dept., **B** = sealed bid process, **D** = dispose as scrap metal, **E** = ebay or similar, **G** = government transfer, **I** = inter-department transfer **N** = donate to nonprofit, **O** = other, **S** = state surplus program, **T** = trash

Date: 11/20/23

Council Approval Date:



Date 11/15/23

*Method of Disposal Codes: **A** = auctioneer handled through Fleet Dept., **B** = sealed bid process, **D** = dispose as scrap metal, **E** = ebay or similar, **G** = government transfer, **I** = inter-department transfer **N** = donate to nonprofit, **O** = other, **S** = state surplus program, **T** = trash

Date: 11/15/03

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Surplus Request Form

Department Submitting

Information Technology

I, Jennifer Chamblee, do hereby declare and confirm the following items are surplus and are ready to be disposed of as stated herein.

Dated 11/20/23	Signed by <i>Jennifer Chamblee</i>	Print name and title Jennifer Chamblee
Date 11/20/23	Approving signature of Department Head <i>[Signature]</i>	
Date 11/20/23	Approving signature of City Manager <i>[Signature]</i> Res. 2468	

CITY ITEM NUMBER	DESCRIPTION (Include the location, condition, value, identifying numbers [if any], weight [if scrap metal], etc.) Attach documentation of fair market value.	VALUE	METHOD OF DISPOSAL Use a code letter from below*
multiple	Multiple; see attached decommission list for detail.	0	Other*
		0	
		0	
		0	
		0	
		0	

*Method of Disposal Coding

Ae, Al, Ao = Auction (eBay; Live, or Other) | **B** = Sealed – bid process | **D** = Dispose as scrap metal
G = Governmental transfer | **N** = Donate to non-profit | **R** = Trade for replacement
S = State surplus program | **T** = Trash

Comments/Notes:

* Will be recycled through a certified e-recycler unless otherwise noted on decommission list.

ASSET DECOMMISSION LIST

Completed Form Date: 11/20/23

	<u>Asset Number</u>	<u>Description</u>	<u>Category</u>	<u>Serial Number</u>	<u>Decom Date</u>	<u>Comments</u>
1	00492	Cisco Catalyst 3560	network	CAT1049RGTZ	11/16/2023	<i>transferred to County</i>
2	0596	Toshib eStudio 206L	copier	C2I-259389	11/16/2023	
3	0700	HP LaserJet CP5525	printer	CNFCF3SIHJ	11/16/2023	
4	0893	Toshib eStudio 2501	copier	C7E210259	11/16/2023	
5	1036	Dell XPS13	laptop	8VY8D72	11/16/2023	
6	1050	Microsoft Surface	laptop	045919755053	11/16/2023	
7	1066	Dell XPS 13	laptop	6FP9K72	11/16/2023	
8	1281	HP LaserJet M452	printer	VNB3M54735	11/16/2023	
9	1291	Dell Latitude 3580	laptop	D9ZW7F2	11/16/2023	
10	1292	Dell Latitude 3580	laptop	F9ZW7F2	11/16/2023	
11	1293	Dell Latitude 3580	laptop	H9ZW7F2	11/16/2023	
12	1294	Dell Latitude 3580	laptop	J9ZW7F2	11/16/2023	
13	1295	Dell Latitude 3580	laptop	B9ZW7F2	11/16/2023	
14	1296	Dell Latitude 3580	laptop	99ZW7F2	11/16/2023	
15	1297	Dell Latitude 3580	laptop	G9ZW7F2	11/16/2023	
16	1298	Dell Latitude 3580	laptop	C9ZW7F2	11/16/2023	
17	1343	Dell OptiPlex 7050 MFF	computer	3F399M2	11/16/2023	
18	1364	Dell OptiPlex 7050 MFF	computer	3JGX8M2	11/16/2023	
19	1386	Dell OptiPlex 7050 MFF	computer	3JGC9M2	11/16/2023	
20	1403	Dell OptiPlex 7050	computer	C0TN7M2	11/16/2023	
21	1489	Dell Latitude 7390	laptop	9BX1VN2	11/16/2023	
22	1492	Dell Latitude 7390	laptop	GD94VN2	11/16/2023	
23	1493	Dell Latitude 7390	laptop	J001VN2	11/16/2023	
24	1495	Dell Latitude 7390	laptop	2YZ0VN2	11/16/2023	
25	1496	Dell Latitude 7390	laptop	CL51VN2	11/16/2023	
26	1596	Meraki MR33 WAP	network	Q2PD-ZCX9-4FQZ	11/16/2023	<i>replaced under warranty</i>
27	1649	Dell Latitude 7390	laptop	432MMQ2	11/16/2023	
28	4133	InFocus LitePro LP755	projector	3WWW95300437	11/16/2023	
29	4743	FortiWeb-100D	network	FV00D3915000052	11/16/2023	<i>replaced under warranty</i>
30	4775	Barracuda Message Ctr	server	BAR-MA-1013433	11/16/2023	
31	17-0265	FortiWeb FWB-100D	network	FV100D3916000254	11/16/2023	<i>replaced under warranty</i>
32	34-0054	Samsung tablet	tablet		11/16/2023	
33	N/A	Network Upgrade - Library	project	N/A	11/16/2023	
34	N/A	Wireless Upgrade - Parks	project	N/A	11/16/2023	



City of Longview

Agenda Summary

PROPOSED ANNEXATION – 4511 OCEAN BEACH HWY AND ASSOCIATED PORTIONS OF OLIVE WAY AND 46TH AVE

RECOMMENDED ACTION:

MOTION TO APPROVE OF THE PROPOSED ANNEXATION AREA AND ZONINGS

COUNCIL INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The property owner of 4511 Ocean Beach hwy (studio west apartments) included within the comprehensive plan for the city as zoned general commercial, has submitted a notice of intent to commence annexation proceedings to annex into the City from the County. To annex without creating an island, the applicant will be petitioning their neighbors in the proposed annexation area for the 60% petition method. Staff has consulted with Cowlitz County Public works on which sections of ROW to include in this proposed annexation area, and citizens who expressed not wanting to be included in the annexation have been excluded from the proposed area.

The applicant owns the existing studio west apartments which staff is recommending be zoned R-4 (applicant has also requested) as the property is only apartments, not commercial/retail which is prescribed by the General Commercial Zoning. Additionally, the property 2128 46th is zoned by the comprehensive plan as General Commercial but is only multifamily and would be better zoned R-4. Otherwise, parcels and properties included in the proposed annexation area are properly designated under the comprehensive plan. Additionally, as part of the petition method, the applicant shall have the other citizens approve of their zoning designation when signing the petition or make note for a different zoning designation to be approved by City Council at Public Hearing after the petition has been certified by the Cowlitz County Assessor.

FINANCIAL SUMMARY:

If annexed, the revenue shifted into the City is estimated at \$42,557.19 per year in property taxes, and is included in the County vs City attachment.

STAFF CONTACT:

McAllister Kosar, Planner

Attachments:

1. Annexation City Council Review
2. County vs City Revenue 4511 OBH ANX
3. Assessed Values of Properties
4. Annexation Tax Impact Calculator

An aerial photograph of a city street intersection, likely in San Francisco, showing cars, trees, and buildings. A semi-transparent brown rectangular box is overlaid on the center of the image, containing white text. The text is centered and reads: "Proposed Annexation", "4511 Ocean Beach", "Hwy", "Portions of 44th-46th Ave Block Radiuses", and "McAllister Kosar, Planner, Community Development".

Proposed Annexation 4511 Ocean Beach Hwy

Portions of 44th-46th Ave Block Radiuses
McAllister Kosar, Planner, Community Development

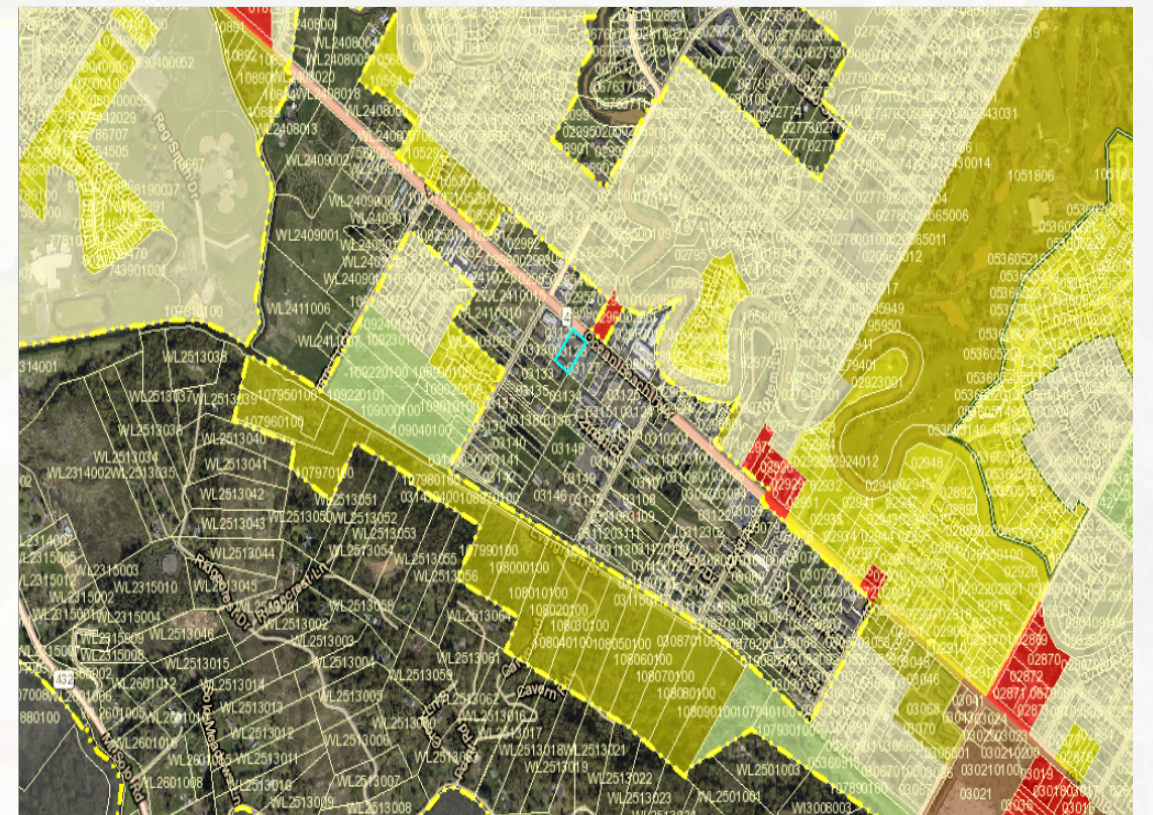
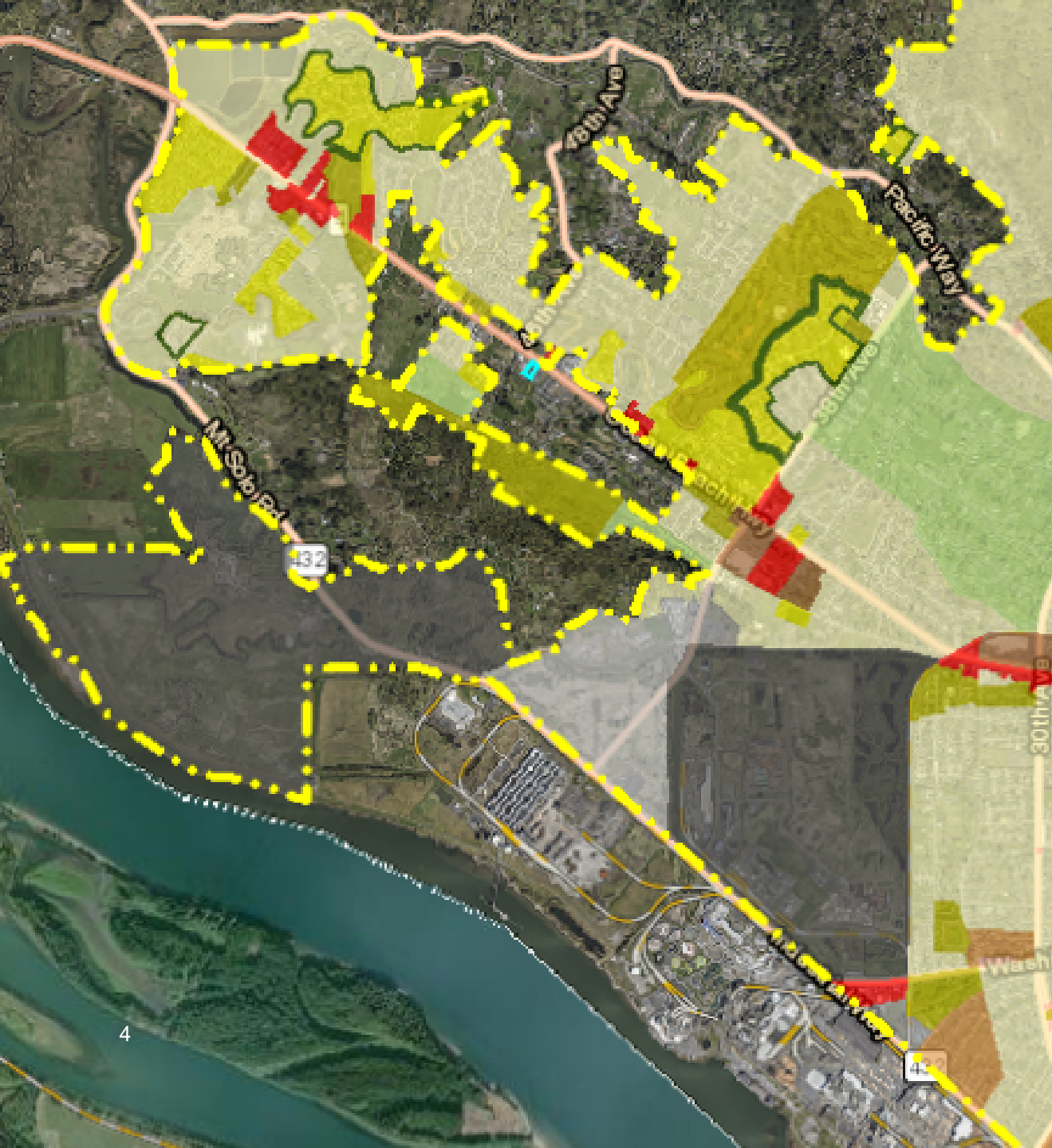
An aerial photograph of a suburban neighborhood. A river flows through the center, bordered by lush green trees. Residential houses with various roof colors are scattered throughout the landscape. In the foreground, there is a parking lot with several cars parked, and a road intersection. The overall scene is a typical suburban setting with a mix of nature and built environment.

ANNEXATION: TONIGHT'S PURPOSE



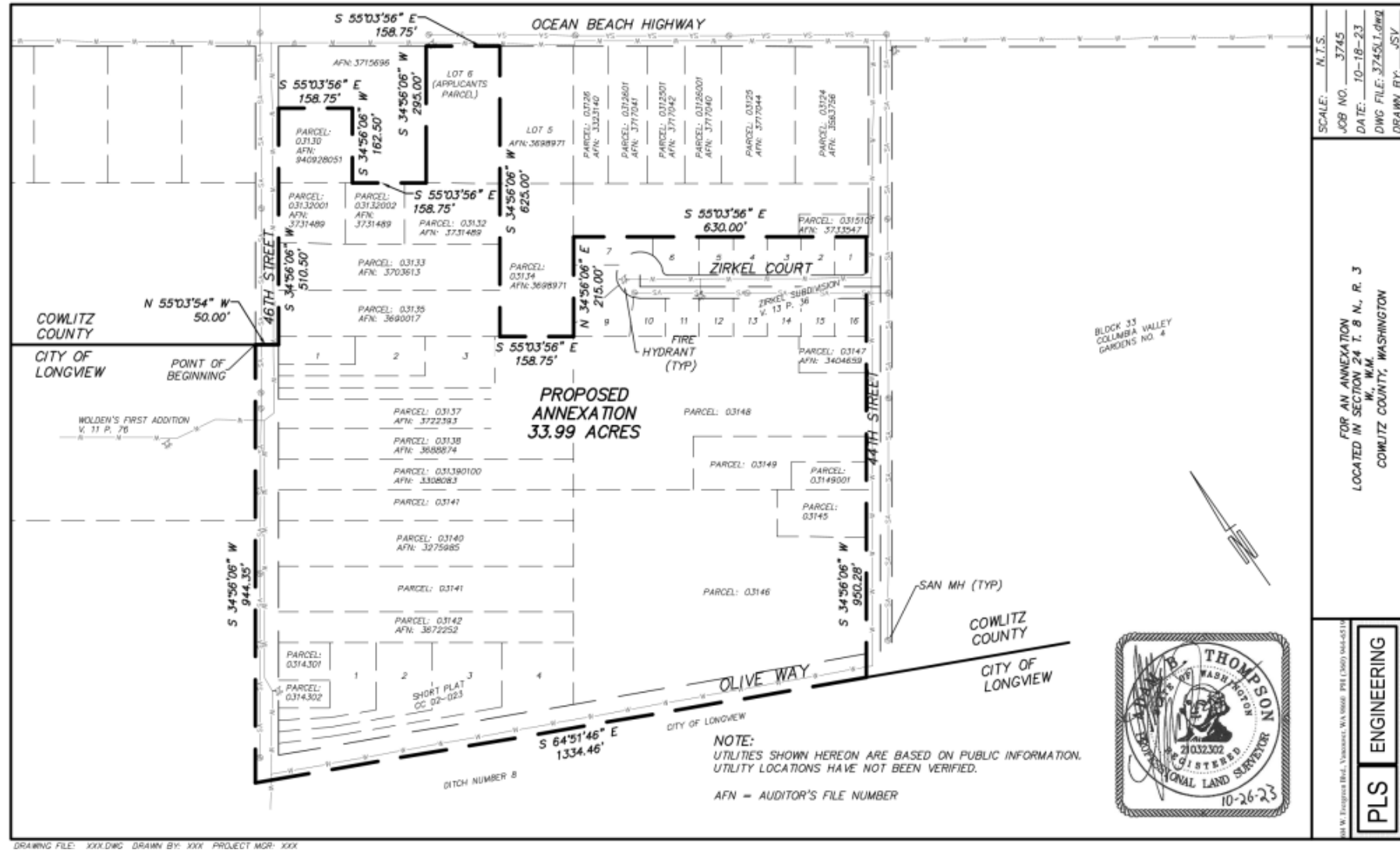
City Council
consideration
of:

- Proposed
annexation
area
- Zoning of
proposed
annexation
area



Where is this?





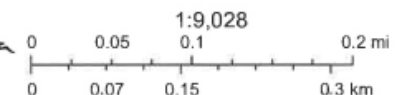
City of Longview



10/30/2023, 7:14:56 AM

2022 Aerial Leaf Off
 Blue: Band_3
 Red: Band_1
 Longview City Boundary
 Land Use/Comprehensive Plan
 Traditional Neighborhood Res.
 Medium Density Residential

--- proposed annex area



Esri, HERE, Garmin, (c) OpenStreetMap contributors, Sources: Esri, HERE

4511 Ocean Beach Hwy & portions of 44th-46th Ave

- Annexation Area: Multiple parcels (~34 acres)
- Comprehensive Plan Zoning Designation: Traditional Neighborhood Residential (TNR), General Commercial (GC), High Density Residential (R-3, R-4)
- Staff's recommended zoning: Traditional Neighborhood Residential (TNR), High Density Residential (R-4)
- Intended Uses: as currently developed
- Next Steps: City Council review, Petition/Certification, Public testimony, Cowlitz County Boundary Review Board

Right-of-Way (streets)



Portion of 46th
Ave



46th Ave Cont.



Olive Way
(undeveloped
)



44th Ave

Traditional Neighborhood Residential (TNR) Properties



High Density Residential (R-4) Properties

4511 Ocean Beach Hwy (applicant)



2128 46th Ave



City of Longview



4511 Ocean Beach Hwy & portions of 44th-46th Ave

- Annexation Area: Multiple parcels (~34 acres)
- Comprehensive Plan Zoning Designation: Traditional Neighborhood Residential (TNR), General Commercial (GC), High Density Residential (R-3, R-4)
- Staff's recommended zoning: Traditional Neighborhood Residential (TNR), High Density Residential (R-4)
- Intended Uses: as currently developed
- Next Steps: City Council review, Petition/Certification, Public testimony, Cowlitz County Boundary Review



STAFF RECOMMENDATION S

Motion to approve
proposed
annexation area and
zonings

applicant to petition
annexation area and then
schedule public hearing
with city council



Questions?

An aerial photograph of a city street intersection. In the foreground, a large green park area with many trees is visible. To the right, a large brick building with a sign on its roof is situated. The background shows a busy street intersection with cars and buildings.

Thank you

McAllister Kosar, Planner, CED
mcallister.kosar@ci.longview.wa.us
Mylongview.com



Benefits of Annexation

- Full-time, 24-hour police, fire and emergency medical services
- Reduction in Water & Sewer rates ~%40
- Voting in local elections
- No County Road, Library or Fire District Taxes
- Serving on Longview City Council as well as other boards and commissions
- More timely development and inspection services than neighboring jurisdictions

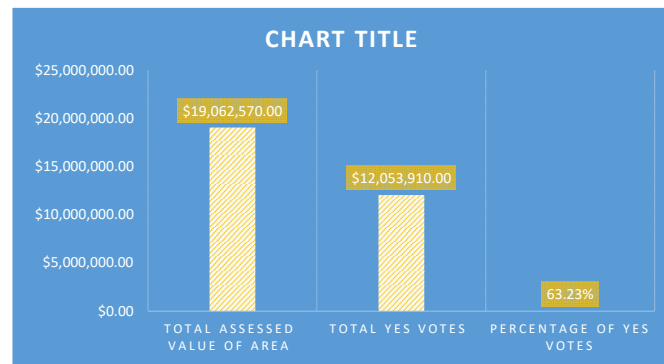
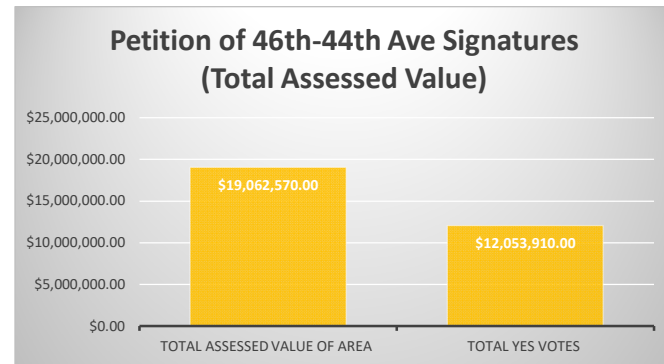
Current in County (based on 2022 rates)	
County Road	\$ 28,851
Fire District	\$ 21,937
Library District	\$ 6,071
Total Revenue Shift from County	\$ 203,311

If Annexed (based on 2022 rates)	
City (property taxes)	\$ 42,557
Revenue Shifted into City	\$ 42,557.19

Revenue Shift Calculations based on 2022 Assessors total assessed values of properties involved (\$19,062,570)

Pacel Number	Total Assessed Value	Vote	Notes
03128	\$3,100,160.00	yes	Applicant property
080987901	\$340,880.00	yes	On OUA with city of Longview
080987902	\$424,510.00	yes	On OUA with city of Longview
080987903	\$378,350.00	yes	On OUA with city of Longview
080987904	\$409,040.00	yes	On OUA with city of Longview
080987905	\$404,250.00	yes	On OUA with city of Longview
080987906	\$335,630.00	yes	On OUA with city of Longview
080987907	\$383,230.00	yes	On OUA with city of Longview
080987908	\$401,470.00	yes	On OUA with city of Longview
080987909	\$421,880.00	yes	On OUA with city of Longview
080987910	\$375,940.00	yes	On OUA with city of Longview
080987911	\$410,920.00	yes	On OUA with city of Longview
080987912	\$437,310.00	yes	On OUA with city of Longview
080987913	\$385,610.00	yes	On OUA with city of Longview
080987914	\$476,020.00	yes	On OUA with city of Longview
080987915	\$373,070.00	yes	On OUA with city of Longview
080987916	\$376,690.00	yes	On OUA with city of Longview
03147	\$336,770.00		
03148	\$556,640.00		
03149	\$37,670.00		
03149001	\$35,070.00		
03145	\$352,610.00		
03146	\$6,780.00		
031430500	\$334,770.00		
031430400	\$340,720.00		
031430300	\$328,820.00		
03143	\$328,820.00		
0314302	\$247,390.00		
0314301	\$280,460.00		
03142	\$225,350.00		
03141	\$289,540.00		
03140	\$223,420.00		
03139	\$208,810.00		
031390100	\$516,390.00		
03138	\$322,070.00		
03137	\$285,160.00		
03136	\$400,840.00		
031360300	\$250,970.00		
031360200	\$268,240.00		
031360100	\$246,250.00		
03135	\$253,850.00		
03133	\$331,250.00		
03132	\$847,710.00	yes	Owner name Steen Larsen phone number 503-825-8729
03132002	\$423,850.00	yes	Owner name Steen Larsen phone number 503-825-8729
03132001	\$423,850.00	yes	Owner name Steen Larsen phone number 503-825-8729
03130	\$923,540.00	yes	Owner name Paul Jolissaint Phone number 360-560-5114

Total Assessed Value of area	\$19,062,570.00
Total yes votes	\$12,053,910.00
Percentage of yes votes	63.23%
Percentage of yes votes signed petition	



	<u>Per 100k</u>	<u>190.6257</u>
County	\$ 124.81	\$23,791.99
County Road	\$ 151.35	\$28,851.20
School District	\$ 318.62	\$60,737.16
State Levy	\$ 265.99	\$50,704.53
Port of Longview	\$ 12.75	\$ 2,430.48
CDID #1	\$ 46.10	\$ 8,787.84
Fire District	\$ 115.08	\$21,937.21
Library District	\$ 31.85	\$ 6,071.43
total		\$203,311.84

	<u>Per 100k</u>	<u>190.6257</u>
County	\$ 124.81	\$23,791.99
City	\$ 223.25	\$42,557.19
School District	\$ 318.62	\$60,737.16
State Levy	\$ 265.99	\$50,704.53
Port of Longview	\$ 12.75	\$ 2,430.48
CDID #1	\$ 46.10	\$ 8,787.84
total		\$189,009.19

\$ 19,062,570.00

<-- Insert assessed value to
calculate tax impact

County Loses Annually (in property Taxes)	City Gains (in property Taxes)
\$ 56,859.83	\$ 42,557.19



City of Longview

Agenda Summary

BID REVIEW – WASHINGTON WAY COMPLETE STREETS PROJECT

RECOMMENDED ACTION:

MOTION TO ACCEPT THE LOW BID AND AWARD TO ADVANCED EXCAVATING SPECIALISTS, LLC, IN THE AMOUNT OF \$ 3,399,254.15

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Improve transportation systems

Improve streets and roads

SUMMARY STATEMENT:

This Contract provides for the improvement of Washington Way from Larch St to 34th Ave, including pavement improvements, re-stripe Washington Way as three vehicle lanes and buffered bike lanes to improve traffic safety for all users, upgrade sidewalk ramps to meet the Americans with Disabilities Act (ADA) standards, and improving traffic signals and roadway reconfiguration at the intersection of 20th, Kessler, Nichols, 30th and 32nd. Plans and specifications can be viewed on Builder's Exchange of Washington at http://www.bxwa.com/bxwa_toc/pub/2374/lv10_washington_way_city_of_lo_50587/info.php.

On November 1, 2023, four bids were received as follows:

\$ 3,399,254.15	Advanced Excavating Specialists, LLC – Kelso, WA
\$ 3,531,321.00	Tapani, Inc. – Battle Ground, WA
\$ 3,892,488.20	Granite Construction Company – Olympia, WA
\$ 4,207,569.70	Midway Underground, LLC – Toledo, WA

\$3,489,000 - Engineer's Estimate

The bid received was determined to be regular and responsive.

FINANCIAL SUMMARY:

This project is funded through the Arterial Street Fund by a Federal grant in the amount of \$4,794,000 from the National Highway System Asset Management Program.

STAFF CONTACT:

Morgan Palmer, Project Engineer

Attachments: None



City of Longview

Agenda Summary

BID REVIEW – 2024 CHEMICAL PURCHASES

RECOMMENDED ACTION:

MOTION TO AWARD CHEMICAL PURCHASE BIDS TO THE BIDDERS IDENTIFIED IN THE AGENDA SUMMARY.

COUNCIL INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Each year, the cities of Longview and Kelso combine their quantities of water treatment chemical purchases to obtain more favorable prices. Bids were received from six chemical suppliers. Staff's award recommendations for the chemicals Longview uses are as follows:

Bid Item #2 Fluorosilicic Acid – Cascade Columbia - \$4.00/ gallon

Bid Item #3 Sodium Hydroxide – Univar Solutions - \$1.01 / gallon

Bid Item #4 Sodium Hypochlorite – HASA - \$2.21 / gallon

(Note: Bid Item 1 shown on the bid tabulation sheet is used by the City of Kelso only.)

The above bids have been reviewed and approved as regular and responsive.

A tie bid for Sodium Hydroxide was resolved with the consent of the tied bidders by drawing their names from a box, following WSDOT guidance.

The total estimated chemical cost for Longview in 2024 is \$229,830.00, approximately \$14,930.00 less than the projected 2023 chemical costs.

FINANCIAL SUMMARY:

Funds for purchasing these chemicals are budgeted in the Filter Plant Operations Fund for 2024.

STAFF CONTACT:

John Axford, Project Engineer

Attachments:

1. 2024 BID TAB 11-16-23



2024 Chemical Bid Tabulation Sheet
for the City of Longview and City of Kelso

BIDDER	BID ITEM 1	BID ITEM 2	BID ITEM 3	BID ITEM 4
(Shaded Area = Recommended Award)	<u>Sodium Fluoride</u>	<u>Flourosilicic Acid</u>	<u>Sodium Hydroxide*</u>	<u>Sodium Hypochlorite</u>
HASA	NO BID	NO BID	NO BID	\$2.2100
CASCADE COLUMBIA DISTRIBUTION	\$1.4900	\$4.0000	\$1.7900	NO BID
UNIVAR SOLUTIONS	NO BID	NO BID	\$1.01	NO BID
OLIN	NO BID	NO BID	NO BID	NO BID
JCI JONES CHEMICALS	NO BID	NO BID	NO BID	NO BID
NORTHSTAR CHEMICAL	NO BID	NO BID	\$1.0100	NO BID

**Tie bid was resolved via a drawing conducted by the City Clerk, with the prior concurrence of the tied bidders.*

City of Longview Chemical Purchase Comparison, 2023 vs. 2024

Item	Bid Units	Longview Bid Quantities			Bid Award Unit Prices			Estimated Cost		
		2023	2024	Quantity Change	2023	2024	Unit Price Change	2023	2024	Cost Change
<u>Flourosilicic Acid</u>	Gallons	4,500	4,500	0	\$3.72	\$4.00	\$0.28	\$ 16,740.00	\$ 18,000.00	\$ 1,260.00
<u>Sodium Hydroxide</u>	Gallons	50,000	50,000	0	\$1.2900	\$1.0100	(\$0.28)	\$ 64,500.00	\$ 50,500.00	\$ (14,000.00)
<u>Sodium Hypochlorite</u>	Gallons	73,000	73,000	0	\$2.24	\$2.21	(\$0.03)	\$ 163,520.00	\$ 161,330.00	\$ (2,190.00)
Estimated Total Change:										-\$14,930



City of Longview

Agenda Summary

CONSULTANT AGREEMENT WITH PBS ENGINEERING & ENVIRONMENTAL FOR NICHOLS BLVD & OLYMPIA WAY PAVEMENT RESTORATION

RECOMMENDED ACTION:

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONSULTANT AGREEMENT WITH PBS ENGINEERING & ENVIRONMENTAL

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Improve streets and roads
Improve transportation systems

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

On November 8th, 2023 the City of Longview received proposals for Consultant services for the following project descriptions:

1. Olympia Way – Ocean Beach Highway to 20th Ave repave project to improve pavement condition to extend life of this asset. The work to be performed by the consultant consists of preparing preliminary engineering design for the proposed improvements proposed improvements including grind and inlay with concrete panel replacement, improved ADA accessibility at crossings, improved bike safety, upgrade signage, and evaluate the signal at Olympia Way and 22nd Avenue. Drainage improvements and other minor roadway improvements may be required.
2. Nichols Blvd – Louisiana to Ocean Beach Highway repave project to improve pavement condition to extend life of this asset. The work to be performed by the consultant consists of preparing preliminary engineering design for the proposed improvements proposed improvements including grind and inlay with concrete panel replacement, improved ADA accessibility at crossings, improved bike safety, upgrade signage, and upgrade the signal at pedestrian facilities at Ocean Beach Hwy and NW & NE Nichols. This also includes evaluation of curb bump outs and intersection design to reduce crossing distances along project. Drainage improvements and other minor roadway improvements may be required.

On November 16th, PBS was selected by the engineering staff as the most qualified design firm. This consultant agreement is for 30% preliminary engineering services for Olympia Way and Nichols Blvd restoration projects. After 30% preliminary engineering services, PBS and the City will determine future contract amendments to provide final design plans.

The proposed Scope & Budget of Work is attached.

FINANCIAL SUMMARY:

The PBS contract amount for preliminary engineering is \$99,200. The cost of this contract will be paid for by the TBD funds.

STAFF CONTACT:

Samuel Barham, P.E., Project Engineer

Attachments:

1. 2023-11-20_Nichols Blvd and Olympia Way Scope-30% only

Exhibit A

CITY OF LONGVIEW, WASHINGTON

Scope of Work

Nichols Blvd and Olympia Way TIB Projects – 30% City of Longview Project # xxxxx

INTRODUCTION

PBS Engineering and Environmental Inc. (PBS) and their Consultant team have been selected by the City of Longview (City) to perform traffic and design engineering, environmental permitting, public involvement and other related professional services for the Nichols Blvd and Olympia Way TIB projects. Professional services will include, Roadway engineering, traffic engineering, environmental process & permits, and utility coordination.

The project team includes:

- Archaeological Investigations Northwest (AINW) – cultural resources investigation
- Universal Field Services (UFS) – right-of-way acquisition
- Exeltech – Construction Management

The Project is funded with City funds, and a TIB grant for design and construction.

PROJECT DESCRIPTION/BACKGROUND

These projects are on a compressed schedule and to be constructed in 2024. To accommodate this compressed schedule, and the holiday season, the project will include an initial scope to get started (this document), and a future amendment which will require council approval.

The Nichols Blvd project will include WSDOT Coordination and approval, grind and inlay pavement restoration, intersection modifications, striping, and ADA improvements.

The Olympia Way project will include grind and inlay pavement restoration, signal study, coordination of striping with ongoing project, and ADA improvements.

OVERALL PROJECT ASSUMPTIONS

- This scope of services will be for anticipated work that can be performed through mid-January 2023 and consists of data collection and to progress the design to 30%. A scope amendment will be needed prior to 90% plans.
- Project is anticipated to go out to bid in early 2024.
- Project is anticipated to be constructed in 2024.
- The signal at 22nd and Olympia will be evaluated for removal.
- WSDOT required items will be begin preparation under this contract and finalized onp the amendment.

SCOPE OF WORK

TASK 1: PROJECT MANAGEMENT AND ADMINISTRATION

PBS shall oversee project tasks and coordinate with City representatives to manage the scope, schedule and budget for the design engineering phase. This project is assumed to take up to 3 months to complete 30% design.

Subtask 1.1 Contract Administration, Invoicing, and Progress Reports

- Prepare and submit monthly invoices. Each invoice will include: date period covered by invoice, number of hours worked during the billing period with billing rates shown; expenses and associated mark-ups; total cost for labor and expenses for the billing period; subconsultants fees including markups for the billing period; and a total amount summarizing labor, expenses, and subconsultant fees.
- Maintain required contract documentation. Provide copies of project files and records to the CITY for audits and public information requests. Final documents shall be provided in electronic format as requested.

Deliverables

- Monthly invoices, Contract Summary Reports, and Project Status Reports.
- Project Documentation, upon request

Subtask 1.2 Meetings

This item includes the coordination and meetings necessary for the first 2 months of the project.

- Preparation for and attendance at project kickoff meeting with City Staff including up to two PBS staff attending a 4-hour kickoff meeting with City staff in Longview.
- Up to two internal PBS design team coordination and meetings (assumes 6 staff).
- Preparation for and attendance for weekly project coordination meeting with City staff including two PBS staff. Other consultant team members will attend meetings as needed (assumes 6 meetings).

Deliverables

- Meeting Agendas and Meeting Summaries

Subtask 1.3 Management, Coordination, and Direction

- The Consultant shall provide management, coordination, and direction to the Project team in order to complete the project on time and within budget. The City fosters a partnership approach of all stakeholders in the Project. The Consultant shall integrate this strategy into the overall management approach.
- The Consultant shall establish a quality management program and designate responsibility for review of technical work and other deliverable products.
- Prepare and maintain project design schedule. The schedule shall identify CONSULTANT tasks and items provided by CITY and other consultants. The schedule shall be updated as circumstances require or as requested by the CITY (assumes 2 updates).
- The Consultant shall prepare and submit an activities list and schedule to the City following the Notice to Proceed. The schedule shall show appropriate milestones for the Project, including intermediate and final

submittal dates for design documents and key decision points.

- The Consultant shall coordinate Consultant tasks and activities with the City.

Deliverables

- Project Schedule & Schedule Updates
- Summary notes of coordination efforts

Subtask 1.4 WSDOT Coordination

- The Consultant will coordinate with WSDOT and the City of Longview for all applicable WSDOT procedures, approvals, and processes related to the project.
- WSDOT coordination meetings with the City and the Consultant will be held for key aspects of the project.

Deliverables

Coordination meeting agendas and meeting summaries.

TASK 2: SURVEYING

Subtask 2.1 - Surveying and Base Map

PBS will perform boundary resolution, topographic surveying and data collection services to include the following:

- Establish a control network throughout the project limits based on the Cowlitz County horizontal and vertical datum (NAD 83/91 & NGDV88)
- Conduct research of existing records using the DNR website for information on surveys, plats, road rights-of-way and easements along the project corridor.
- The survey field crew will establish survey control and field locating a portion of the existing property/right-of-way monuments within the limits of survey and reviewing existing right-of-way records (i.e. surveys, plats, deeds and right-of-way maps) to determine the approximate location of the right-of-way lines within the survey limits.
- Perform topographic survey along the project corridors starting at the intersection of Nichols Blvd. and Louisiana Street in the City of Longview, WA and extend to the north along NE Nichols Blvd. and NW Nichols Blvd. approximately 2,800 l.f. to the intersection with Ocean Beach Hwy. Survey will also include Olympia Way from Ocean Beach Hwy. to the southeast for approximately 1700 l.f.. The limits will include the entire right-of-way of each road.
- Prepare existing surface model reflecting collected topographic survey and break lines.

Subtask 2.1.2 Base Map

- Upon completion of topographic survey and development of the surface model, PBS will prepare an existing conditions base map showing mapped features and utilities collected from both survey and as-built plans.
- Consultant shall coordinate with City staff regarding drafting standards and conventions.

Subtask 2.1.3 Site Visits

- Consultant will conduct site visits to verify design fits field conditions.

Subtask 2.1.4 Project Photos

- Consultant will conduct site visits, take project photos of each property along the corridor and conduct field verification of survey data represented in project base map. Consultant will use photographs to document pre-project conditions.

Assumptions

- Traffic control (flagging) will not be required, if information is needed that requires traffic control, it will be provided by the City or billed as an expense.

Deliverables

- Topographic Survey – in Civil 3D 2018
- Surface Model
- Base map
- Project photos

TASK 3: CULTURAL RESOURCES

The Transportation Improvement Board (TIB) will fund two street projects for the City of Longview: Olympia Way and Nichols Blvd. Archaeological Investigations Northwest, Inc. (AINW), will prepare the cultural resource study to meet TIB and City of Longview review. The project area will be limited to the road rights of way (ROW).

Based on a background check of the Department of Archaeology and Historic Preservation (DAHP) database (WISAARD), there are no archaeological resources within or adjacent to the project area. There are historic resources adjacent to the ROW, but not within the ROW. There is a small overlap of previously conducted surveys on the Olympia Way project, and there have been no previous surveys on or near Nichols Blvd.

Assumptions:

- The project is limited to the public ROW for both Olympia Way and Nichols Blvd.
- None of the project includes land within Lake Sacajawea Park.
- As the project is limited to ROW, there are no historic resources within the project.
- No archaeological resources will be found within the project area.
- If these assumptions are not met, equitable adjustment of schedule and cost will be provided.

Tasks:

- Prepare and submit an EZ-1 form that describes the project area and methods to agencies and DAHP, and to Tribes if needed/requested.
- Conduct an archaeological pedestrian survey of the project area, which is restricted to the ROW.
- If needed, excavate up to ten shovel tests.

- Prepare the report; submit the draft for review, and after revising the report, submit it to TIB and DAHP. When completed and finalized, upload the report to DAHP's database and distribute.

TASK 4: DESIGN ENGINEERING – NICHOLS BLVD

PBS will advance the design to preliminary (30 percent), 90 percent, and final construction contract documents as part of this task. The Consultant team will be responsible to provide design engineering services for the deliverables outlined below for the following submittals:

- Preliminary 30% submittal
 - Traffic Counts
 - Signal warrant analysis
 - Preliminary 30% Strip Map
- 90% Submittal-Future Contract amendment
- Final submittal-Future Contract amendment

Subtask 4.1 30 Percent Design (Preliminary)

The consultant will begin developing preliminary documents to the 30 percent design stage. Review documents will consist of drawings. At this design level, the overall design layout, footprint, and geometrics of the project are established, and all decisions required to generate construction details have been made.

The 30% Strip map shall include:

- Typical Sections
- Plan view strip maps (20 scale)
- ADA improvements
- Storm Conveyance modifications

Deliverables

- Completion of task to be included with amendment.

Subtask 4.2 - 90 Percent Design (PS&E)

To be determined with future contract amendment.

Subtask 4.3 - Final Design (PS&E)

To be determined with future contract amendment.

Subtask 4.4 - QA/QC

The Consultant will provide quality assurance/quality control (QA/QC) for design work in accordance with the Consultant's QA/QC Program. The Consultant will provide senior level design and construction personnel to review plan submittals and provide technical support.

TASK 5: DESIGN ENGINEERING – OLYMPIA WAY

The consultant will advance the design to preliminary (30 percent), 90 percent, and final construction contract documents as part of this task. The Consultant team will be responsible to provide design engineering services for the deliverables outlined below for the following submittals:

- Traffic Counts at Olympia Way & 22nd Ave
- Preliminary (30% Strip Map) Submittal
- 90% Submittal-Future Contract amendment
- Final submittal-Future Contract amendment

Subtask 5.1 30 Percent Design (Preliminary)

The consultant will begin developing preliminary documents to the 30 percent design stage. Review documents will consist of drawings. At this design level, the overall design layout, footprint, and geometrics of the project are established, and all decisions required to generate construction details have been made.

The 30% Strip map shall include:

- Typical Sections
- Plan view strip maps (20 scale)
- ADA improvements
- Storm Conveyance modifications

Deliverables

- Coordination with the Longview Historical Board
- Completion of task to be included with amendment.

Subtask 5.2 - 90 Percent Design (PS&E)

To be determined with future contract amendment.

Subtask 5.3 - Final Design (PS&E)

To be determined with future contract amendment.

Subtask 5.4 - QA/QC

The Consultant will provide quality assurance/quality control (QA/QC) for design work in accordance with the Consultant's QA/QC Program. The Consultant will provide senior level design and construction personnel to review plan submittals and provide technical support.

TASK 6: UTILITY COORDINATION

To be determined with future contract amendment.

TASK 7: PUBLIC INVOLVEMENT

To be determined with future contract amendment.

TASK 8: ENVIRONMENTAL PERMITTING

To be determined with future contract amendment.

TASK 9: CONSTRUCTION MANAGEMENT

To be determined with future contract amendment.

CITY DELIVERABLES TO THE CONSULTANT

City Provided Information

Aerial Imagery

The City will provide a digital copy of their current aerial photography for the project limits.

Project Coordination

The City will assist the Consultant in managing relationships with other jurisdictions involved in the project, adjacent property owners and the public. The City will provide staff to meet and discuss the project with the Consultant as needed. The City will provide written comments pertaining to the design submittals.

Pavement Design

City will provide grinding and pavement depths based on previous overlay as-builts.

Utility List

The City will provide the Consultant with a list of local contacts for utilities within the project limits. Design and plan preparation for the addition or relocation of utilities within the project limits will be done by others.

EXHIBIT D																					
Nichols Blvd and Olympia Way TIB Projects – 30%																		PBS		SUB	TOTAL BUDGET
																			Nichols Blvd		
Task and Description	Engineer VII	Engineer V	Engineer IV	Engineer III	Engineer II	LA VI	CAD Tech I	Sr Geo I	Staff Geo II	PI	Survey VII	Survey IV	Survey IV	Survey Crew (2)	Editor	Admin II	Expense	TOTAL	AINW	TOTAL	AMOUNT
TASK 1- PROJECT MANAGEMENT AND ADMINISTRATION																		15,865.00	0.00	0.00	\$15,865.00
Subtask 1.1 Contract Administration, Invoicing, and Progress Reports	3.00						1.00									3.00		1,065.00		0.00	\$1,065.00
Subtask 1.2 Meetings	12.00	12.00	12.00		12.00													8,880.00		0.00	\$8,880.00
Subtask 1.3 Management, Coordination and Direction	16.00																	3,520.00		0.00	\$3,520.00
Subtask 1.4 WSDOT Coordination	4.00	8.00																2,400.00			\$2,400.00
TASK 2- SURVEY																		35,880.00	0.00	0.00	\$35,880.00
Subtask 2.1 Surveying and Base Map		8.00									16.00		80.00	90.00				35,880.00		0.00	\$35,880.00
TASK 3: CULTURAL RESOURCES																		3,616.00	15,511.22	15,511.22	\$19,127.22
Subtask 3.1 Cultural Resources	4.00	8.00			8.00													3,616.00	15,511.22	15,511.22	\$19,127.22
TASK 4: DESIGN ENGINEERING – NICHOLS BLVD																		12,112.00	0.00	0.00	\$12,112.00
Suhtask 4.1 30 Percent Design (Preliminary)	4.00	8.00	24.00		20.00													9,712.00		0.00	\$9,712.00
Suhtask 4.3: 90 Percent Design (PS&E)																		0.00		0.00	\$0.00
Suhtask 4.4: Final Design (PS&E)																		0.00		0.00	\$0.00
Suhtask 4.5: QA/QC	4.00	8.00																2,400.00		0.00	\$2,400.00
TASK 5: DESIGN ENGINEERING – OLYMPIA WAY																		\$15,632.00	0.00	0.00	\$15,632.00
Suhtask 5.1 30 Percent Design (Preliminary)	4.00	16.00	24.00		20.00												2,000.00	13,232.00		0.00	\$13,232.00
Suhtask 5.3: 90 Percent Design (PS&E)																		0.00		0.00	\$0.00
Suhtask 5.4: Final Design (PS&E)																		0.00		0.00	\$0.00
Suhtask 5.5: QA/QC	4.00	8.00																2,400.00		0.00	\$2,400.00
TASK 9B: UTILITY COORDINATION																		0.00	0.00	0.00	\$0.00
Subtask 9.1- Utility Coordination																		0.00		0.00	\$0.00
TASK 17: PUBLIC INVOLVEMENT																		0.00	0.00	0.00	\$0.00
Subtask 7.1- Open House																		0.00		0.00	\$0.00
TASK 8: ENVIRONMENTAL PERMITTING																		0.00	0.00	0.00	\$0.00
Subtask 8.1 – SEPA																		0.00		0.00	\$0.00
TASK 9: CONSTRUCTION MANAGEMENT																		0.00	0.00	0.00	\$0.00
Suhtask 9.1– Bid Support																		0.00		0.00	\$0.00
Reimbursable Expenses																		500.00	0.00	0.00	\$500.00
Copies																		0.00		0.00	\$0.00
Expenses																		0.00		0.00	\$0.00
Travel																	500.00	500.00		0.00	\$500.00
																				0.00	\$0.00
TOTAL HOURS	55.00	76.00	60.00	0.00	60.00	0.00	1.00	0.00	0.00	0.00	16.00	0.00	80.00	90.00	0.00	3.00					
MAX HOURLY RATES	220.00	190.00	178.00	168.00	152.00	210.00	90.00	125.00	95.00	120.00	200.00	130.00	142.00	220.00	110.00	105.00					
TOTAL DOLLARS	\$ 12,100.00	\$ 14,440.00	\$ 10,680.00	\$ -	\$ 9,120.00	\$ -	\$ 110.00	\$ -	\$ -	\$ -	\$ 3,200.00	\$ -	\$ 11,360.00	\$ 19,800.00	\$ -	\$ 315.00	\$ 2,500.00	\$ 83,605.00	\$ 15,511.22	\$ 15,511.22	\$ 99,116.22



Our compensation will be determined on the basis of time and expenses in accordance with the following schedule unless a lump sum amount is so indicated in the proposal or services agreement.

PROFESSIONAL TECHNICAL STAFF

ENGINEERING

Engineering Technician	115.00	Engineering Geologist II	177.00
Engineering Staff I	137.00	Landscape/Planning I	105.00
Engineering Staff II	152.00	Landscape/Planning II	115.00
Engineering Staff III	168.00	Landscape/Planning III	127.00
Engineer IV	178.00	Landscape/Planning IV	142.00
Engineer V	190.00	Landscape/Planning V	162.00
Engineer VI	205.00	Landscape/Planning VI	185.00
Engineer VII	220.00	Landscape/Planning VII	210.00
Engineer VIII	235.00	Construction Inspector I	118.00
Structural Project Engineer V	200.00	Construction Inspector II	130.00
Sr. Structural Project Engineer VI	225.00	Construction Inspector III	148.00
Structural Project Manager VII	240.00	Construction Inspector IV	160.00
Sr. Structural Project Manager VIII	255.00	Construction Inspector V	172.00
Principal Engineer	270.00	Construction Inspector VI	190.00
Design Technician I	125.00	Construction Manager I	185.00
Design Technician II	137.00	Construction Manager II	195.00
Design Technician III	142.00	Construction Manager III	205.00
Design Technician IV	152.00	Construction Manager IV	215.00
Engineering Geologist I	155.00		

SURVEY

Survey I	106.00	Survey 1-Person Crew	162.00
Survey II	126.00	Survey 2-Person Crew	220.00
Survey III	134.00	Survey 3-Person Crew	270.00
Survey IV	142.00	Unmanned Aerial Sys Operator I	152.00
Survey V	155.00	Unmanned Aerial Sys Operator II	165.00
Survey VI	175.00	Unmanned Aerial Sys Operator III	195.00
Survey VII	200.00		

INDUSTRIAL HYGIENE

Industrial Hygienist/Monitor	90.00	Sr. Industrial Hygienist II	165.00
Ind. Hygienist/AHERA Inspector I	100.00	Trainer/Safety Specialist	135.00
Ind. Hygienist/AHERA Inspector II	110.00	Project Designer/Planner	125.00
Certified Industrial Hygienist I	140.00	Project Manager (IH)	135.00
Certified Industrial Hygienist II	180.00	Sr. Project Manager (IH)	155.00
Sr. Industrial Hygienist I	150.00	Principal – Industrial Hygiene	210.00

Personnel may charge time exceeding eight hours per day and weekends at 125% of the regular hourly rate.
Court and arbitration time may be charged at two times the above rate.

Our compensation will be determined on the basis of time and expenses in accordance with the following schedule unless a lump sum amount is so indicated in the proposal or services agreement.

PROFESSIONAL TECHNICAL STAFF

ENVIRONMENTAL

Field Technician I.....	90.00	Sr. Geologist I.....	155.00
Field Technician II.....	95.00	Sr. Geologist II.....	175.00
Field Scientist/Planner.....	95.00	Sr. Geologist III.....	195.00
Staff Scientist/Planner I.....	105.00	Sr. Geologist IV.....	225.00
Staff Scientist/Planner II.....	115.00	Principal Geologist.....	250.00
Project Scientist/Planner I.....	130.00	Project Hydrogeologist I.....	130.00
Project Scientist/Planner II.....	135.00	Project Hydrogeologist II.....	140.00
Project Scientist/Planner III.....	145.00	Sr. Hydrogeologist I.....	160.00
Sr. Scientist/Planner I.....	170.00	Sr. Hydrogeologist II.....	180.00
Sr. Scientist/Planner II.....	180.00	Sr. Hydrogeologist III.....	195.00
Principal Scientist/Planner.....	250.00	Sr. Hydrogeologist IV.....	225.00
Staff Environmental Regulatory Specialist.....	110.00	Principal Hydrogeologist.....	250.00
Project Environmental Regulatory Specialist.....	135.00	Project Manager (Env).....	140.00
Sr. Environmental Regulatory Specialist.....	170.00	Sr. Project Manager I.....	150.00
Project Environmental Compliance Monitor.....	135.00	Sr. Project Manager II.....	165.00
Sr. Environmental Compliance Monitor.....	145.00	Sr. Project Manager III.....	180.00
Staff Geologist I.....	110.00	Sr. Project Manager IV.....	190.00
Staff Geologist II.....	120.00	Sr. Project Manager V.....	210.00
Project Geologist I.....	130.00	Sr. Project Manager VI.....	225.00
Project Geologist II.....	140.00		

TECHNICAL SUPPORT STAFF

Administration I.....	95.00	Graphic Artist.....	115.00
Administration II.....	105.00	IT/Database Management.....	125.00
Administration III.....	115.00	GIS Analyst I.....	110.00
Project Administrator I.....	100.00	GIS Analyst II.....	130.00
Project Administrator II.....	110.00	GIS Analyst Manager.....	150.00
Project Administrator III.....	120.00	Grant Writer.....	145.00
Project Administrator IV.....	130.00	Public Involvement I.....	100.00
CAD/MicroStation Tech I.....	110.00	Public Involvement II.....	115.00
CAD/MicroStation Tech II.....	120.00	Public Involvement III.....	130.00
CAD Manager.....	140.00	Public Involvement IV.....	150.00
Writer/Editor I.....	110.00	Public Involvement Manager.....	170.00
Writer/Editor II.....	125.00		

Personnel may charge time exceeding eight hours per day and weekends at 125% of the regular hourly rate.
Court and arbitration time may be charged at two times the above rate.



City of Longview

Agenda Summary

PROFESSIONAL, TECHNICAL, AND ADMINISTRATIVE (PTA) EMPLOYEES 2024 SALARY AND BENEFITS

RECOMMENDED ACTION:

MOTION TO APPROVE RECOMMENDED PTA SALARY AND WAGES FOR 2024

DATE: November 28, 2023

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The recommendation provides for a general wage increase of 3.50% for 2024.

For 2024, employees will remain on either the AWC/Regence or Kaiser Permanente High Deductible Healthcare Plans with a 5% employee contribution of the premium. Members who opt-out of City paid medical insurance and qualify will receive \$800 per month to a personal VEBA account. Dental plans remain at 80% employer paid.

RECOMMENDED ACTION:

Motion to approve recommended PTA Salary & Wages for 2024.

STAFF CONTACT:

Sabrina Fraidenburg, Human Resources Director

Attachments: None

Draft List of 2024 Legislative Priorities

CAPITAL

- Lake Sacajawea Irrigation Pump Replacement – \$330,000
- Roy Morse Softball Light Pole Replacement - \$375,000 (City has \$275,000 set aside in CIP)
- Police Vehicle Evidence Storage/Training facility (Pole Building) - \$1.3M

OPERATING

- HOPE Village Operating Costs for One Year (2024) - \$1.5M
- Blake Implementation Costs
The City is experiencing significant additional costs from the passage of SB 5536 which shifted the cost of enforcing drug possession offenses to the municipal level. The City requests State assistance with these costs, in the following areas:
 - Indigent Defense – \$2M per biennia
 - Incarceration Expenses - \$1M additional each year
 - Prosecution - \$150K additional each year
 - Court Filing Impacts - \$100K additional each year
 - Diversion Programming - \$125K additional each year
- Public Disclosure Request Compliance assistance (hardware, software, etc.) - \$25,000
- Support CWO request for continued facilitation of the Spirit Lake-Toutle/Cowlitz River Collaborative - \$200,000

TRANSPORTATION

The City has significant transportation needs and multiple projects requiring State assistance. While we understand that it is unlikely the State will fund new transportation projects in the 2024 session, should any opportunities arise, the City stands ready to provide project specific information. We join others from across the state in encouraging the Legislature to develop further funding opportunities.

POLICY REQUESTS

- Support WCIA in request to establish risk pool reinsurance fund/tort reform
- Support Association of Washington Cities Priorities
 - Public safety – Office recruitment and retention
 - Infrastructure investment
 - Behavioral Health
 - Revise the arbitrary property tax cap
 - Police Pursuits

Additional work needed:

The City is supportive of the Fire Department's request for the creation of a Fire Service Policy Board, and of efforts to increase day labor contracting limits for all cities. These proposals will take a significant amount of effort to develop, assess, and generate support for. Should they come forward independent of the City's action we stand ready to support them.