



City of Longview

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

Agenda

City Council

*Mayor Spencer Boudreau
Mayor Pro Tem Kalei LaFave
Council Member Ruth Kendall
Council Member Angie Wean
Council Member MaryAlice Wallis
Council Member Keith Young
Council Member Erik Halvorson*

Wednesday, March 13, 2024

5:30 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 Wednesday, March 13, 2024 at 5:30 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
3. ROLL CALL

4. ORDINANCES & RESOLUTIONS

24-00247 RESOLUTION NO. 2485 - TERMINATING THE CITY MANAGER'S EMPLOYMENT AGREEMENT WITHOUT CAUSE, AND PROVIDING FOR SEVERANCE PAY PURSUANT TO THE EMPLOYMENT AGREEMENT

24-00249 RESOLUTION NO. 2486 - SUSPENDING THE CITY MANAGER AND PROVIDING NOTICE PURSUANT TO RCW 35.18.120

5. MISCELLANEOUS

24-00248 DISCUSSION & SELECTION OF SUBSTITUTE CITY MANAGER

6. 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, MARCH 14, 2024 – 6:00 P.M.

THURSDAY, MARCH 28, 2024 – 6:00 P.M.



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

Introduced by: Erik Halvorson, Council Member

Date: March 11th 2024

Supported by: Spencer Boudreau, Mayor

For Agenda of: March 13th, 2024

SUBJECT TITLE: A RESOLUTION TERMINATING THE CITY MANAGER'S EMPLOYMENT AGREEMENT WITHOUT CAUSE, AND PROVIDING FOR SEVERANCE PAY PURSUANT TO THE EMPLOYMENT AGREEMENT

SUMMARY STATEMENT:

The City of Longview operates as a non-charter code city under a council-city manager form of government, guided by RCW Chapter 35A.13, which outlines the Council-Manager Plan of Government.

As stated in RCW 35A.13.130, The city manager shall be appointed for an indefinite term and may be removed by a majority vote of the council. At least thirty days before the effective date of his or her removal, the city manager must be furnished with a formal statement in the form of a resolution passed by a majority vote of the city council stating the council's intention to remove him or her and the reasons therefor.

RECOMMENDED ACTION: A motion adopting Resolution 2485

Erik Halvorson

Spencer Boudreau

RESOLUTION NO. 2485

A RESOLUTION TERMINATING THE CITY MANAGER'S EMPLOYMENT
AGREEMENT WITHOUT CAUSE, AND PROVIDING FOR SEVERANCE PAY
PURSUANT TO THE EMPLOYMENT AGREEMENT

WHEREAS, An employment agreement was entered into with Kristina K. Swanson on March 1, 2023, providing for the employment of Kristina K. Swanson as the City Manager; and

WHEREAS, Pursuant to RCW 35.18.120, the city manager is appointed for an indefinite term, subject to removal by the City Council upon a majority vote of the council and upon thirty days' notice; and

WHEREAS, A severance package was included in the City Manager's employment agreement, as set forth at Section 6, Termination Without Cause by City, entered into on March 1st, 2023; and

WHEREAS, The City Council has concluded that a change in leadership is necessary to advance the City's strategic objectives and address emerging challenges; now, therefore, be it

RESOLVED, That the City Council of the City Of Longview:

1. Does hereby terminate Kristina K. Swanson's Employment Agreement, and remove her from the office of City Manager, effective thirty (30) days after the date of delivery of a copy of this resolution to Kristina K. Swanson.
2. Declares the termination of Kristina K. Swanson's Employment Agreement is "without cause" as described in Section 6 of the Employment Agreement.

3. Expresses its thanks and appreciation to Kristina K. Swanson for her service to the residents of Longview as its City Manager, and wishes her the best on her future endeavors.
4. Instructs City staff to take such steps as may be necessary to honor and pay the severance pay provisions set forth in Section 6 of Kristina K. Swanson's Employment Agreement, including obtaining the required release of claims, and all such steps as may be necessary to implement this decision, provided that payment of severance is expressly conditioned upon Kristina K. Swanson signing and not revoking a separation agreement and comprehensive release of claims against the City, its elected and appointed officials, employees, and other agents, in a form and substance acceptable to the City, as prepared by the City Attorney or designee.

PASSED AND APPROVED by the City Council of Longview, Washington, and signed by its Mayor this 13th day of March, 2024.

MAYOR

ATTEST:

CITY CLERK



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

Introduced by: Erik Halvorson, Council Member

Date: March 11th 2024

Supported by: Spencer Boudreau, Mayor

For Agenda of: March 13th, 2024

SUBJECT TITLE: A RESOLUTION SUSPENDING THE CITY MANAGER AND PROVIDING NOTICE PURSUANT TO RCW 35.18.120

SUMMARY STATEMENT:

The City of Longview operates as a non-charter code city under a council-city manager form of government, guided by RCW Chapter 35A.13, which outlines the Council-Manager Plan of Government.

As stated in RCW 35A.13.130, Upon passage of a resolution stating the council's intention to remove the manager, the council by a similar vote may suspend him or her from duty, but his or her pay shall continue until his or her removal becomes effective.

RECOMMENDED ACTION: A motion adopting Resolution 2486

Erik Halvorson

Spencer Boudreau

RESOLUTION NO. 2486

A RESOLUTION SUSPENDING THE CITY MANAGER AND PROVIDING NOTICE
PURSUANT TO RCW 35.18.120

WHEREAS, Pursuant to RCW 35.18.120, the city manager shall be appointed for an indefinite term and may be removed by a majority vote of the council; and

WHEREAS, At least thirty days before the effective date of the city manager's removal, the city manager must be furnished with a formal statement in the form of a resolution passed by a majority vote of the city council stating the council's intention to remove her and the reasons therefor; and

WHEREAS, Upon passage of the resolution stating the council's intention to remove the manager, the council by a similar vote may suspend her from duty, but her pay shall continue until her removal becomes effective; now, therefore, be it

RESOLVED, That the City Council of the City Of Longview:

1. Does hereby suspend Kristina K. Swanson, the City Manager, from duty effective immediately.
2. Declares that Kristina K. Swanson shall continue to receive her regular pay and benefits during the period of suspension.
3. Declares that this suspension is issued in accordance with RCW 35.18.120, and is based on the council's intention to remove the City Manager as stated in Resolution No. 2485, passed on March 13th, 2024.

4. Directs the City Clerk to provide Kristina K. Swanson with a formal notice of suspension, as required by RCW 35.18.120.

PASSED AND APPROVED by the City Council of Longview, Washington, and signed by its Mayor this 13th day of March, 2024.

MAYOR

ATTEST:

CITY CLERK



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
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Introduced by: Erik Halvorson, Council Member

Date: March 11th 2024

Supported by: Spencer Boudreau, Mayor

For Agenda of: March 13th, 2024

SUBJECT TITLE: DISCUSSION, CONSIDERATION, AND SELECTION OF SUBSTITUTE CITY MANAGER

SUMMARY STATEMENT:

The City of Longview operates as a non-charter code city under a council-city manager form of government, guided by RCW Chapter 35A.13, which outlines the Council-Manager Plan of Government.

According to RCW 35A.13.150, provisions exist for appointing a substitute to fulfill the city manager's duties. This designation can occur:

- Upon the adoption of the council-manager plan, while awaiting the selection and appointment of a manager.
- In the event of a manager's services being terminated, while awaiting the appointment of a new manager.
- During the manager's absence, disability, or suspension.

Qualifications for the city manager, as per RCW 35A.13.050, do not necessitate residency at the time of appointment, unless mandated by the council. The selection is based solely on executive and administrative qualifications, emphasizing practical experience or knowledge relevant to the role. Additionally, individuals elected to the council must wait one year after their term expires before becoming eligible for the city manager appointment.

RECOMMENDED ACTION: APPOINT SUBSTITUTE TO FULFILL THE CITY MANAGER'S DUTIES

Erik Halvorson

Spencer Boudreau