



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*

Thursday, November 7, 2024

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 Thursday, November 7, 2024 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 by contacting the Clerk's Office to register prior to the hearing date. 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. WORKSHOP**5. APPROVAL OF MINUTES**

24-001012 OCTOBER 24, 2024 REGULAR MEETING

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

24-001024 EXTRA MILE AWARD - RECIPIENT: ARIEL LARGE

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

24-00779 PROPOSED 2025-2026 BIENNIAL BUDGET & 2025-2029 CAPITAL IMPROVEMENT PLAN (CIP) (1ST HEARING)

RECOMMENDED ACTION:
CONDUCT THE PUBLIC HEARING

10. BOARD & COMMISSION RECOMMENDATIONS**11. ORDINANCES & RESOLUTIONS**

24-00989 RESOLUTION NO. 2521 - DIRECTING STAFF TO PREPARE AN ORDINANCE REGULATING THE USE OF WHEELED ALL-TERRAIN VEHICLES (WATVS) WITHIN CITY LIMITS IN ACCORDANCE WITH RCW 46.09

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2521

24-001007 RESOLUTION 2522 – DIRECTING THE CITY MANAGER TO EXECUTE A VEHICLE TRADE AGREEMENT WITH COWLITZ COUNTY FIRE DISTRICT 6 PERTAINING TO A SURPLUS FIRE PUMPER

RECOMMENDED ACTION:
MOTION TO APPROVE RESOLUTION NO. 2522

24-001015 RESOLUTION 2523 – A RESOLUTION OF THE CITY OF LONGVIEW, WASHINGTON, DECLARING A PUBLIC PURPOSE AND AUTHORIZING CITY SPONSORSHIP OF THE LONGVIEW DOWNTOWN HOLIDAY PARADE AND THE LONGVIEW GO 4TH FESTIVAL PARADE

RECOMMENDED ACTION:
MOTION TO APPROVE RESOLUTION NO. 2523

12. MAYOR'S REPORT**13. COUNCILMEMBERS' REPORTS****14. CONSENT CALENDAR**

24-001002 CANCELLATION OF THE NOVEMBER 14 ANNEXATION PUBLIC HEARING

RECOMENDED ACTION:
MOTION TO CANCEL THE NOVEMBER 14, 2024 ANNEXATION PUBLIC HEARING AND

HOLD THE MEETING AS JUST A DISCUSSION OF THE ANNEXATION RATHER THAN A FORMAL HEARING.

24-00782 RESOLUTION NO. 2520 - AUTHORIZING THE AD VALOREM TAX LEVY FOR 2025

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2520

24-001016 BID REVIEW – CDBG HIGHLANDS SPEED BUMPS

RECOMMENDED ACTION:

MOTION TO ACCEPT THE LOW BID AND AWARD TO WESTERN UNITED CIVIL GROUP.
IN THE AMOUNT OF \$133,508

15. **CITY MANAGER'S REPORT**

24-001017 PROJECT SCOPE CHANGE FOR DEPARTMENT OF COMMERCE GRANT

16. **MISCELLANEOUS**

17. **EXECUTIVE SESSION**

24-001032 COLLECTIVE BARGAINING PER RCW 42.30.140(4)(a)

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, NOVEMBER 14, 2024 – 6:00 P.M.

THURSDAY, DECEMBER 12, 2024 – 6:00 P.M.

NEXT SPECIAL COUNCIL MEETINGS:

THURSDAY, DECEMBER 5, 2024 – 6:00 P.M. (DECEMBER 26 - NO MEETING)

THURSDAY, DECEMBER 19, 2024 - 6:00 P.M. - AS NEEDED



City of Longview

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Minutes

City Council

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

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2024

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Webinar ID: 823 9413 2374

1. CALL TO ORDER

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

2. INVOCATION*/FLAG SALUTE

24-00881 BRIAN CUMMINGS, ROSE VALLEY FRIENDS CHURCH

After the invocation provided by Brian Cummings of Rose Valley Friends Church, the flag salute was recited.

3. ROLL CALL

Present: Mayor Boudreau, Mayor Pro Tem LaFave, Councilmember Kendall, Councilmember Wean, Councilmember Wallis (on-line), Councilmember Young, Councilmember Halvorson

Staff Present: Interim City Manager Jim Duscha, Interim City Attorney Charlotte Archer, City Clerk Tiffany Ostreim, Public Works Director/Assistant City Manager Chris Collins, Deputy City Clerk Samantha Van Laer, Parks & Recreation Director Jen Wills, Police Chief Robert Huhta, Human Resources Director Sabrina Fraidenburg, Fire Chief Brad Hannig, Public Information Officer Angela Abel, Finance Director Consultant Jeff Swanson (on-line)

4. **WORKSHOP**

5. **APPROVAL OF MINUTES**

A motion was made by Councilmember Halvorson, seconded by Councilmember Kendall, to approve the Minutes of October 10, 2024 Regular Meeting and October 17, 2024 Special Meeting/Workshop. The motion carried unanimously.

24-00967 OCTOBER 10, 2024 REGULAR MEETING

24-00968 OCTOBER 17, 2024 SPECIAL MEETING/WORKSHOP

6. **CHANGES TO THE AGENDA**

Mayor Boudreau requested Agenda Item #7 - Presentations & Awards - Ordinance No. 3549 - Donation and Acceptance of the "Light of Longview" be moved to later in the agenda, near the Mayor's Report. Council concurred.

8. **CONSTITUENTS' COMMENTS (Thirty Minutes)**

*Bill Kasch provided public comment.
Pamela Bray provided public comment.
Jason Still provided public comment.
Mr. Spain provided public comment.
Derek Fine provided public comment.*

9. **EXECUTIVE SESSION**

24-00854 POTENTIAL LITIGATION PER RCW 42.30.110(1)(i)

The City Council, Interim City Attorney Charlotte Archer, Human Resources Director Sabrina Fraidenburg and Attorney Amanda Butler entered Executive Session at 6:19 p.m. pursuant to RCW 42.30.110(1)(i) Potential Litigation for a period of 30 minutes, until 6:50 p.m. At 6:35 p.m. Mayor Boudreau announced Executive Session would be continued an additional 20 minutes, until 7:10 p.m. At 7:10 p.m. Executive Session was continued for 10 minutes, until 7:20 p.m. At 7:20 p.m. Executive Session was continued for 10 minutes, until 7:30 p.m. At 7:30 p.m. all parties came out of Executive Session. No action was taken.

7. **PRESENTATIONS & AWARDS**

24-00972 ORDINANCE NO. 3549 - DONATION AND ACCEPTANCE OF THE "LIGHT OF LONGVIEW"

RECOMMENDED ACTION:

MOTION TO ACCEPT OWNERSHIP OF AND PERMANENT DISPLAY OF THE "LIGHT OF LONGVIEW" INTO THE CITY OF LONGVIEW'S PERMANENT ART COLLECTION BY

PASSING ORDINANCE NO. 3549 AND AUTHORIZING THE CITY MANAGER TO SIGN THE APPLICABLE "DONATION OF ART AND TRANSFER OF OWNERSHIP FORMS" ON BEHALF OF THE CITY OF LONGVIEW.

Parks and Recreation Director Jen Wills introduced Abe Ott, Mason Evans, Jackie Evans, and Cal Fowler who detailed the project.

A motion was made by Councilmember Halvorson, seconded by Councilmember LaFave, to accept ownership of and permanent display of the 'Light of Longview' into the City of Longview's permanent art collection by passing Ordinance No. 3549 and authorizing the City Manager to sign the applicable "Donation of Art and Transfer of Ownership Forms" on behalf of the City of Longview. The motion carried unanimously.

10. PUBLIC HEARINGS

24-00981 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

RECOMMENDED ACTION:

RECEIVE PUBLIC COMMENT ON THE CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT(CAPER). NO ACTION NEEDED AFTER THE CONCLUSION OF THE PUBLIC HEARING.

Community Development Grant Administrator Kenny Robinson presented.

The public hearing was opened at 7:48 p.m.

Rachelle Burch, Housing Opportunities of SW WA Veteran Services VIP Manager, provided public comment.

Jason Still provided public comment.

The public hearing was closed at 7:52 p.m.

24-00778 PROPOSED REVENUE SOURCES FOR THE 2025 GENERAL FUND BUDGET

RECOMMENDED ACTION: CONDUCT THE PUBLIC HEARING

Public Works Director/Assistant City Manager Chris Collins presented.

The public hearing was opened at 8:00 p.m.

Jason Still provided public comment.

The public hearing was closed at 8:02 p.m.

A motion was made by Councilmember Kendall, seconded Councilmember Wallis, to direct staff to bring back a resolution to increase the Ad Valorem by 1%, take the new construction allowance and administrative refund.

Finance Fiscal Manager Lisa Wolff explained banking capacity.

An amendment was made by Councilmember Halvorson, seconded by Mayor Boudreau, to direct staff to bring back a resolution to bank the 1% Ad Valorem, take the new construction assessment and administrative refund.

Council discussed the amendment.

Interim City Attorney Archer provided clarification.

Jason Still provided public comment.

Interim Finance Director Jeff Swanson provided information.

The amendment to the motion carried by the following vote:

Ayes: Councilmember Halvorson, Councilmember Young, Councilmember LaFave, Mayor Boudreau

Nays: Councilmember Wean, Councilmember Kendall, Councilmember Wallis

The main motion as amended carried by the following vote:

Ayes: Councilmember Halvorson, Councilmember Young, Councilmember LaFave, Mayor

Boudreau

Nays: Councilmember Wean, Councilmember Kendall, Councilmember Wallis

11. BOARD & COMMISSION RECOMMENDATIONS

12. ORDINANCES & RESOLUTIONS

24-00988 RESOLUTION NO. 2519– FORMING A THREE COUNCIL MEMBER BUDGET COMMITTEE

RECOMMENDED ACTION:

MOTION TO APPROVE RESOLUTION NO. 2519 AND APPOINT THREE CITY COUNCIL MEMBERS TO THE COMMITTEE

Public Works Director/Assistant City Manager Chris Collins presented.

A motion was made by Councilmember Halvorson, seconded by Councilmember Young, to form a three-council member Budget Committee.

Jason Still provided public comment.

The motion carried unanimously.

Council discussed members for the Budget Committee. A Revenue Committee will be formed November 14.

Councilmember Young nominated himself, Councilmember Halvorson and Councilmember Kendall to serve on the Budget Committee.

Councilmember LaFave nominated herself, Councilmember Halvorson and Mayor Boudreau to serve on the Budget Committee.

Councilmember Halvorson nominated himself, Mayor Boudreau and Councilmember Wallis to serve on the Budget committee.

The first nomination for Councilmember Young, Councilmember Halvorson and Councilmember Kendall to serve on the Budget Committee was confirmed by the following vote:

Ayes: Councilmember Young, Councilmember Halvorson, Councilmember Kendall, Councilmember Wallis, Mayor Boudreau

Abstained: Councilmember LaFave, Councilmember Wean

13. MAYOR'S REPORT

Mayor Boudreau presented a certificate to the Ryker family for their Halloween display - Field Street Cemetery. Mayor Boudreau provided a report.

14. COUNCILMEMBERS' REPORTS

Councilmember Wean provided a report.

Councilmember LaFave provided a report.

Councilmember Young provided a report.

Councilmember Wallis provided a report.

Councilmember Halvorson provided a report.

Councilmember Halvorson requested to pull items from the Consent Calendar for separate consideration - the Professional Services Agreement with the Salvation Army to manage the Severe Weather Shelter for the 2024/2025 Winter, Ordinance No. 3546 - Code Amendment raising B & O Tax, and Ordinance No. 3547 - Code amendment raising Utility Tax Rate.

Council concurred.

24-00973 PROFESSIONAL SERVICES AGREEMENT WITH THE SALVATION ARMY TO MANAGE THE SEVERE WEATHER SHELTER FOR THE 2024/ 2025 WINTER

RECOMMENDED ACTION:**MOTION TO AUTHORIZE THE CITY MANAGER TO SIGN THE PROFESSIONAL SERVICES AGREEMENT**

Public Works Director/Assistant City Manager Chris Collins explained the Professional Services Agreement with the Salvation Army.

Council discussed the agreement.

A motion was made by Councilmember Kendall, seconded by Councilmember Wean to approve the Professional Services Agreement with the Salvation Army to manage the severe weather shelter for the 2024/2025 winter.

Jason Still provided public comment.

Council discussed the agreement.

The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Young, Councilmember Wallis.

Abstained: Councilmember Halvorson, Councilmember LaFave, Mayor Boudreau

24-00986 ORDINANCE NO. 3546 – CODE AMENDMENT RAISING B&O TAX**RECOMMENDED ACTION:****MOTION TO APPROVE ORDINANCE NO. 3546**

A motion was made by Councilmember Kendall, seconded by Councilmember Wean to approve Ordinance 3546 - Code Amendment raising B & O Tax. The motion failed by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Wallis

Nays: Mayor Boudreau, Councilmember Halvorson, Councilmember Young, Councilmember LaFave

24-00987 ORDINANCE NO. 3547 – CODE AMENDMENT RAISING UTILITY TAX RATE**RECOMMENDED ACTION:****MOTION TO APPROVE ORDINANCE NO. 3547**

A motion was made by Councilmember Kendall, seconded by Councilmember Wean to approve Ordinance 3547 - Code Amendment raising Utility Tax Rate.

The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wean, Councilmember Wallis, Councilmember Young

Nays: Councilmember Halvorson, Councilmember LaFave, Mayor Boudreau

15. CONSENT CALENDAR

A motion was made by Councilmember Wallis, seconded by Councilmember Kendall, to approve the remainder of the Consent Calendar.

Jason Still provided public comment.

Public Works Director/Assistant City Manager Chris Collins stated the budget gap is \$1.5 million without approving the B & O tax. Requested council direction for further cuts or reducing the fund balance in order to publish a balanced budget by October 31.

The motion on the Consent Calendar carried unanimously.

A motion was made by Councilmember Halvorson, seconded by Young, to direct staff to prepare a balanced budget without any further cuts and draw down the ending fund balance by \$1.5 million.

Council discussed the motion.

Jason Still provided public comment.

Interim City Attorney Charlotte Archer stated drawing down the fund balance puts the city at legal risk. Requested an Executive Session pursuant to RCW 42.30.110(1)(i) for a period of 10 minutes. At 9:15 p.m. the City Council, Interim City Manager Jim Duscha, Public Works Director/Assistant City Manager Chris Collins and Interim City Attorney Archer entered Executive Session until 9:25 p.m. At 9:25 p.m. all parties came out of Executive Session. No action was taken.

An amendment to the motion was made by Councilmember LaFave, seconded by Councilmember Wean to add the reconsideration of Ordinance 3546 - Code Amendment raising B & O Tax to the main motion.

Jason Still provided public comment.

The amendment to the main motion carried by the following vote:

Ayes: Councilmember LaFave, Councilmember Wean, Councilmember Wallis, Councilmember Kendall

Nays: Councilmember Halvorson, Councilmember Young

Abstained: Mayor Boudreau

The main motion as amended carried by the following vote:

Ayes: Councilmember LaFave, Councilmember Wean, Councilmember Wallis, Councilmember Kendall

Nays: Councilmember Halvorson, Councilmember Young

Abstained: Mayor Boudreau

24-00882 APPROVAL OF CLAIMS

24-00971 2024 SECOND AMENDMENT TO CONTRACT FOR INDIGENT DEFENSE SERVICES WITH GRIMM LAW GROUP, PLLC

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE CITY MANAGER TO SIGN THE 2024 SECOND AMENDMENT

24-00982 SET PUBLIC HEARINGS ON NOVEMBER 7 AND 14, 2024 FOR THE PRELIMINARY 2025-2026 BUDGET AND 2025-2029 CAPITAL IMPROVEMENT PLAN (CIP)

RECOMMENDED ACTION:

MOTION TO SET THE PRELIMINARY BUDGET HEARING FOR NOVEMBER 7, 2024 AND CONTINUE TO NOVEMBER 14, 2024 FOR THE FINAL BUDGET HEARING

24-00984 BID REVIEW – MINT VALLEY RACQUET COMPLEX ROOF INSULATION AND VENTING

RECOMMENDED ACTION:

MOTION TO ACCEPT THE LOW BID AND AWARD TO ALPHA DEVELOPERS LLC, IN THE AMOUNT OF \$195,661.00

24-00985 REJECT BID – LONGVIEW POLICE DEPARTMENT GARAGE OVERHEAD DOOR REPLACEMENT

RECOMMENDED ACTION:

MOTION TO REJECT ALL BIDS

16. CITY MANAGER'S REPORT

17. MISCELLANEOUS

18. ADJOURNMENT

The meeting was adjourned at 9:33 p.m.

*Tiffany Ostreim
City Clerk*

Approved: _____
Mayor

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, NOVEMBER 14, 2024 – 6:00 P.M.

THURSDAY, DECEMBER 12, 2024 – 6:00 P.M.

NEXT SPECIAL COUNCIL MEETING:

THURSDAY, NOVEMBER 7, 2024 – 6:00 P.M. – (NO MEETING THURSDAY, NOVEMBER 28, 2024 - THANKSGIVING HOLIDAY)

THURSDAY, DECEMBER 5, 2024 - 6:00 P.M. - (NO MEETING THURSDAY, DECEMBER 26, 2024)

Proclamation

City of Longview, Washington

Extra Mile Day ~ November 7, 2024 Honoring Ariel Largé

WHEREAS, the City of Longview, Washington is a community that acknowledges that a special vibrancy exists when it recognizes people who are creating positive change in our communities through their **extra mile** efforts in volunteerism and service. Today we honor Ariel Largé; and

WHEREAS, Ariel Largé has served our community in a variety of roles ranging from local business owner to organizing and advocating for small businesses, event coordination and support as a community booster through the Longview Downtowners. Ariel recently spearheaded Longview's own local public art renaissance by "facilitating cultural growth through art," creating beautiful, vibrant building murals through the partnership of civic minded women that wanted to make art accessible—named The Broad Strokes Project (TBSP); and

NOW, THEREFORE, I, Spencer Boudreau, Mayor of the City of Longview, do hereby proclaim November 7th, 2024, to be **Extra Mile Day** and highlight Ariel Largé's community-minded philanthropy. I urge each individual in our community to take time on this day to not only "go the **extra mile**" in their own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Longview to be affixed this 7th day of November 2024.

Spencer Boudreau, Mayor



City of Longview

Agenda Summary

PROPOSED 2025-2026 BIENNIAL BUDGET & 2025-2029 CAPITAL IMPROVEMENT PLAN (CIP) (1ST HEARING)

RECOMMENDED ACTION:

CONDUCT THE PUBLIC HEARING

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management of the City.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

RCW 35A.34.110 requires cities to conduct a formal public hearing on the proposed biennial budget. Preliminary copies of the 2025-2026 Biennial Budget and 2025 - 2029 Capital Improvement Plan have been made available to Council and are available for the public. A staff presentation on the proposed 2025 - 2026 Biennial Budget and 2025 - 2029 Capital Improvement Plan will be presented at the public hearing on November 7 and November 14, 2024. Public Hearing Notices on the 2025 - 2026 Preliminary Biennial Budget and 2025 - 2029 Capital Improvement Plan were published on October 31 and November 7, 2024.

Workshop presentations and Public Hearings on the 2025- 2026 Biennial Budget can be accessed at: <http://www.mylongview.com>. [City Budget | Longview, WA](#)

STAFF CONTACT:

Jeffrey Swanson, Exigy LLC, Interim Finance Director
Chris Collins, Public Works Director/ Assistant City Manager
Lisa Wolff, Fiscal Manager

Attachments:

1. 2025-2026 Preliminary Budget 11.7.24

2025-2026 Preliminary Biennial --- Budget



Agenda

01

Budget Process Overview

02

Fiscal Environment Summary

03

Operational Conditions

04

Long Term Financial Outlook

05

Budget Highlights

06

Conclusion and Next Steps

01

Budget Process Overview

Budget Process Overview

Q: What is a Budget?

A: Forecast and Spending Plan; Forward-looking, Based on Past Performance

Longview's Budget Process:

- City Council Workshops and Meetings to...
 - Review City's Financial Position
 - Consider Forecasted Revenues and Expenses
 - Develop Preferred Option Based on Forecast Scenarios
 - Revenue Enhancements
 - Expenditure Reductions
- Next Up: Public Hearings and Budget Adoption

02

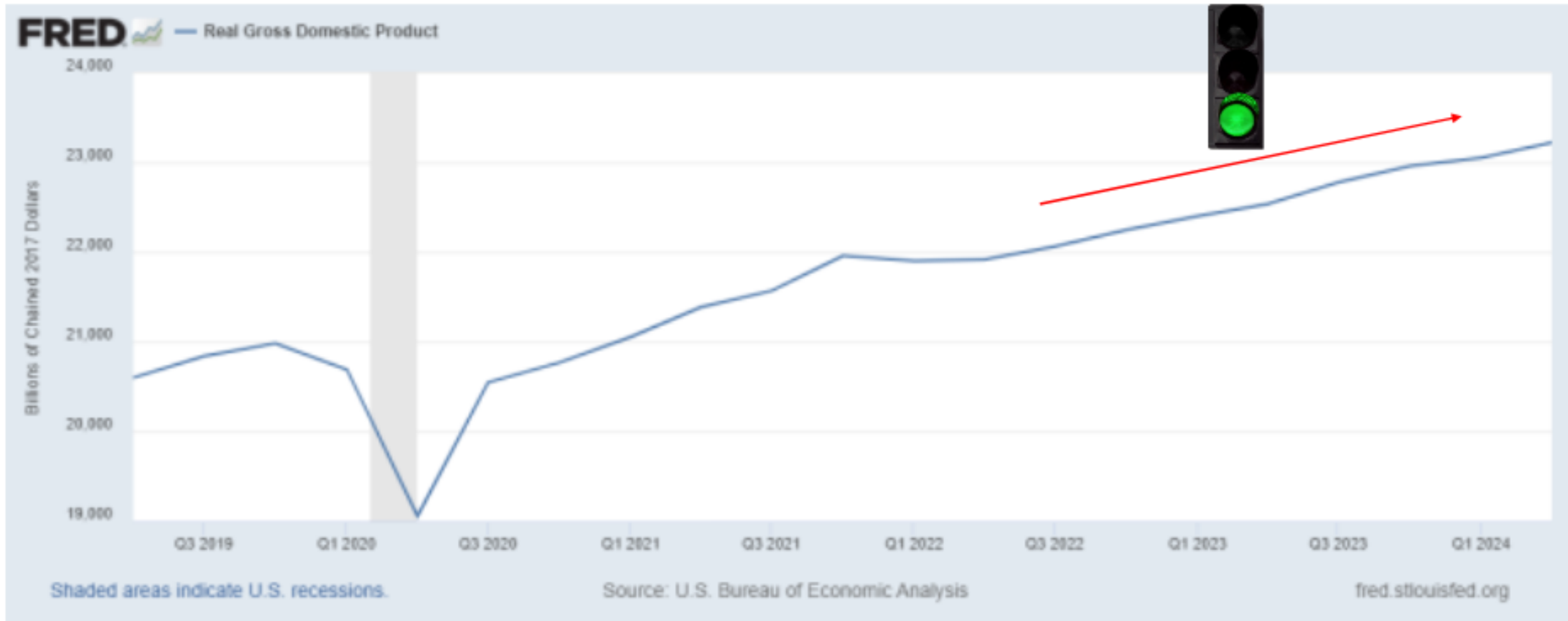
Fiscal Environment Summary

Fiscal Environment Summary

- Budget Forecasts for 2025-2026 Made at Stable Point, but...
- Significant Uncertainty on the Horizon
 - November 5th
 - Inflation Expectations
 - Federal Reserve Interest Rate Policy
 - Consumer Confidence

Let's take a look...

Real (inflation-adjusted) GDP



Inflation (CPI-U)



Unemployment



Real (Inflation-adjusted) Wages - Men



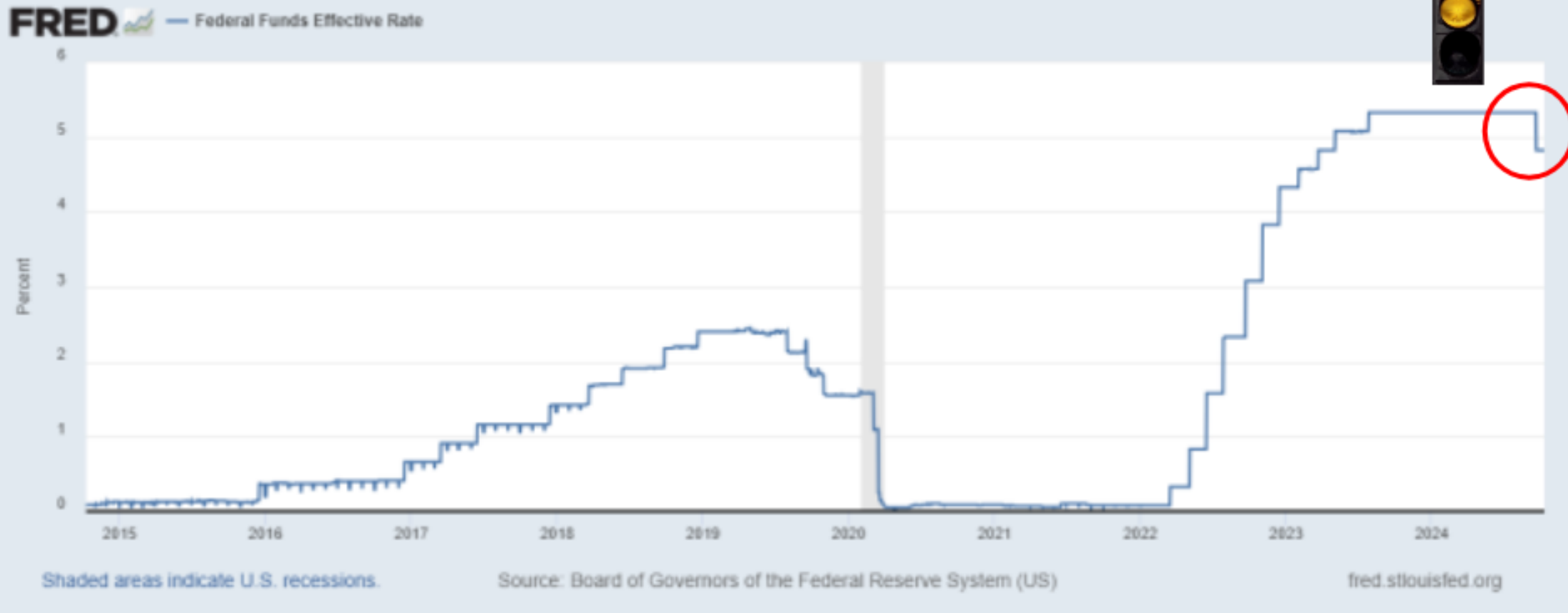
Real (Inflation-adjusted) Wages - Women



Real (Inflation-adjusted) Consumption



Interest Rates



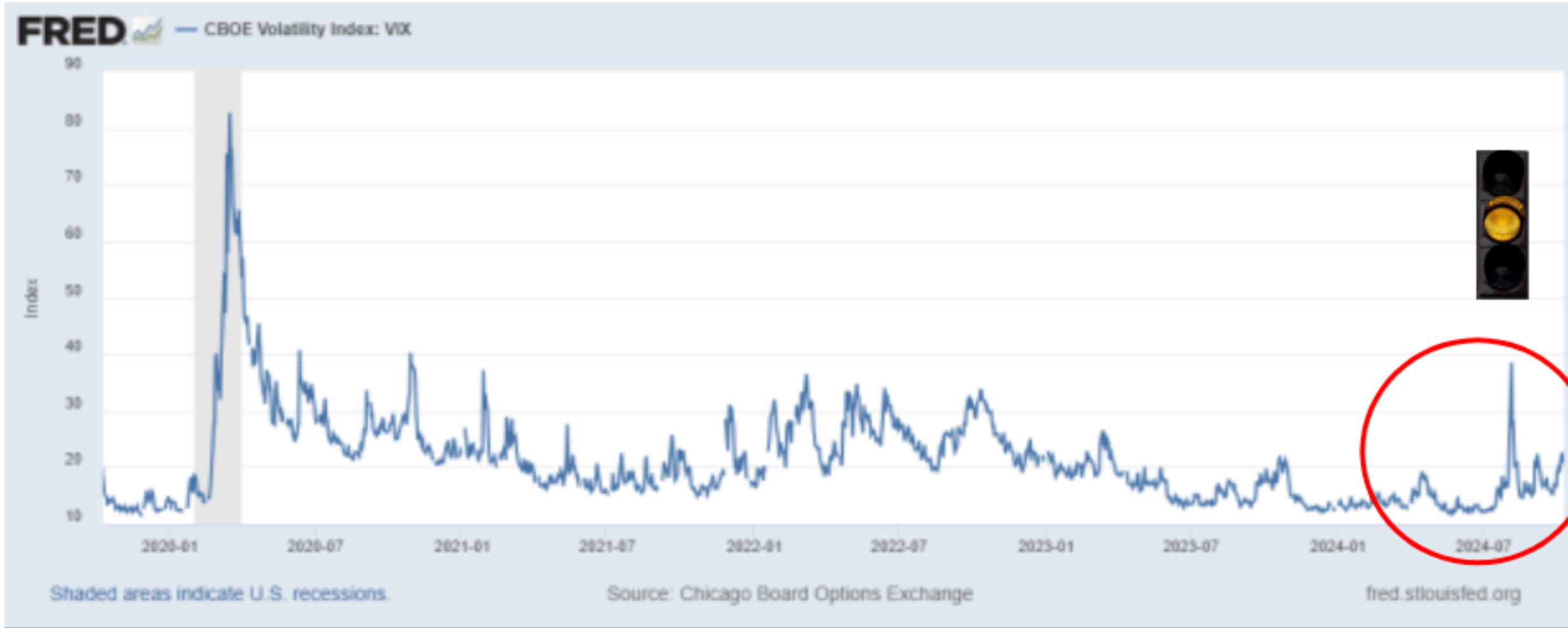
Housing Inventory - Active Listings



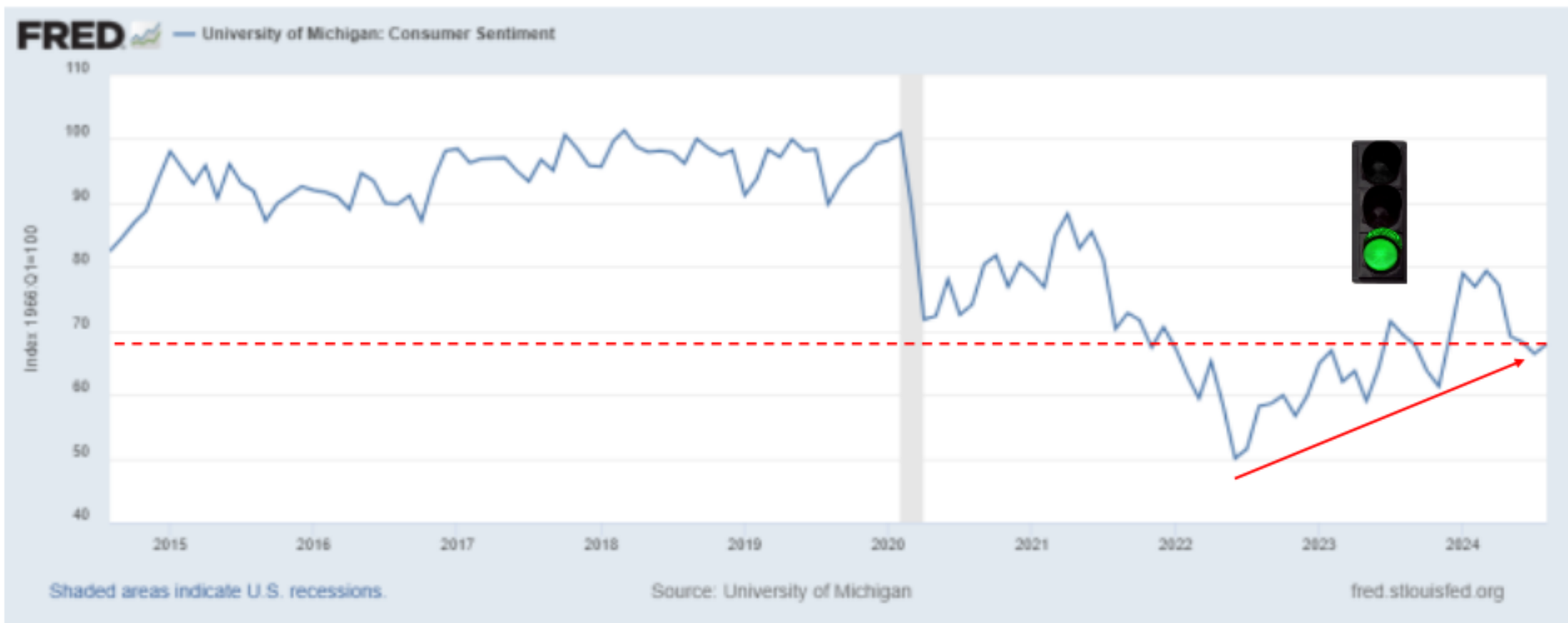
Housing Inventory - Med. Days on Market



Volatility



Consumer Confidence



03

Operational Conditions

Operational Conditions -

Longview is a Full-Service City

- General Government
- Enterprise Services

Restricted and Unrestricted Revenues; One-time and Ongoing Sources of Revenue

Balance Between Revenue Growth and Expense Growth

- Statutory Limitations on Revenue Growth (e.g. I-747 structural deficit)
- Market-driven Expense Growth

Chronically Underfunded Asset Depreciation (<5% of city capital requests funded)

Growth in Demand for Services Over Time

****The City is struggling to deliver the same level of service to a larger population with fewer staff and older equipment and facilities over time****

04

Long Term Financial Outlook

Long Term Financial Outlook

2025-26 General Fund Outlook (2% increase in revenues/3% increase in expenditures in out-years)

	2025	2026	2027	2028	2029
Estimated Beginning Balance	\$19,612,160	\$18,580,360	\$15,181,330	\$11,093,726	\$6,287,632
Revenue:					
			2% Increase	2% Increase	2% Increase
Baseline Budget	\$46,457,060	\$46,294,910	\$47,220,808	\$48,165,224	\$49,128,529
Estimated B&O Increase	1,440,500	1,440,500	1,440,500	1,440,500	1,440,500
Estimated 2025 Utility Tax Increase	1,500,700	1,500,700	1,500,700	1,500,700	1,500,700
Estimated 2026 Utility Tax Increase	0	1,180,600	1,180,600	1,180,600	1,180,600
Total Revenues:	\$49,398,260	\$50,416,710	\$51,342,608	\$52,287,024	\$53,250,329
Expenditures:					
			3% Increase	3% Increase	3% Increase
Baseline Budget	\$50,225,060	\$53,603,740	\$55,430,212	\$57,093,119	\$58,805,912
Add Finance Director	\$205,000	\$212,000			
Total Expenditures:	\$50,430,060	\$53,815,740	\$55,430,212	\$57,093,119	\$58,805,912
Estimated Ending Fund Balance	\$18,580,360	\$15,181,330	\$11,093,726	\$6,287,632	\$732,049
% of Ending Fund Balance	36.84%	28.21%	20.01%	11.01%	1.24%

← Includes .0005 increase to .0015 in all categories, except services (which is at .002)

← Includes amount generated by utility rate increases (\$320,100) AND 3.5% increase to 18% utility tax (\$1,180,600)

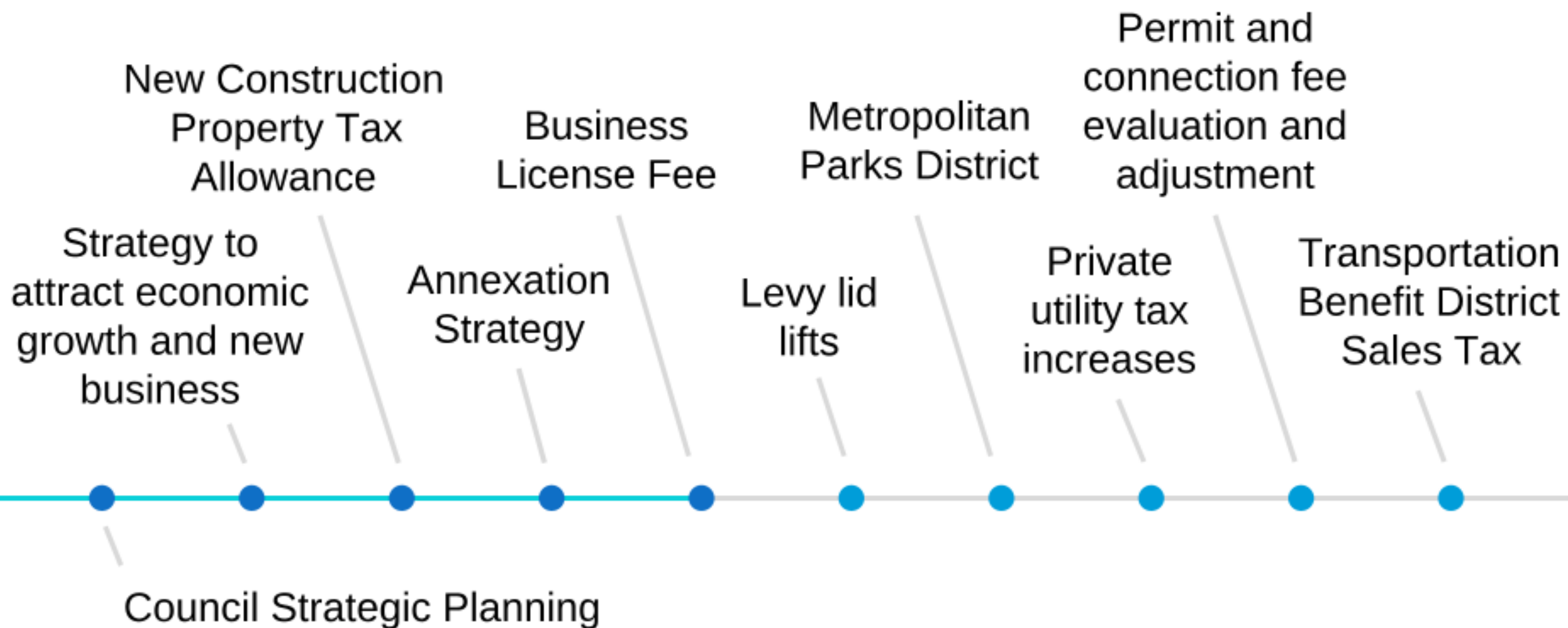
← Includes 3.5% increase to 21.5% utility tax

Estimated Drawdown on Fund Balance	\$1,031,800	\$3,399,030	\$4,087,604	\$4,806,094	\$5,555,583
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Biennium-by-Biennium Near-term Balancing

- Revenue Enhancements
- Expenditure Reductions
- Deferral of Depreciation Funding
- Fund Balance Spend-down

Establish a plan within the first quarter of 2025



05

Budget Highlights

General Fund Revenue Enhancements

Increase B&O Tax Rate & Threshold (First B&O tax rate increase since 1972)

- 
- Raise from current rate of .001% to .0015% for Retail, Manufacturing and Wholesale = \$0.005 for every \$10.00
 - Increase threshold from \$20,000 to \$100,000, dropping 663 filers



Increase Utility Excise Tax Rate

- Expected to generate additional \$1,440,500 annually
- Increase rate from 14.5% to 18% in 2025 generates additional \$1,500,700 (including \$320,100 resulting from utility rate increases)
- Increase rate from 18% to 21.5% in 2026 generates additional \$2,681,300

Total Additional Revenue

\$2,941,200 in 2025

\$4,121,800 in 2026

Changes to General Fund Expenses



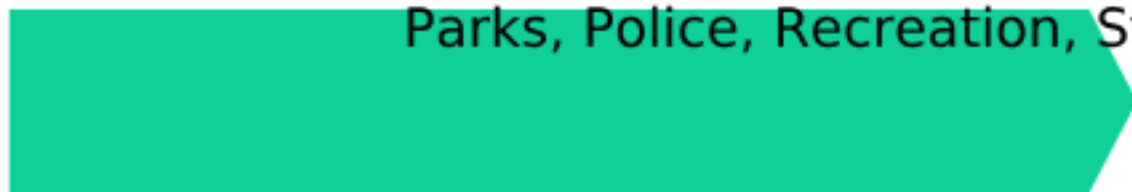
Enhancement:

- Reinstate Finance Director Position - \$205,000 in 2025, \$212,000 in 2026



Departmental Reductions:

- Reductions totaling **(\$4,411,149)** each year beginning in 2025
- Reductions focus on least impactful programs.
- 10% reductions in service in nearly all General Fund departments (Community Development, Engineering, Executive, Facilities, Finance, Fire, Fleet, Human Resources, Information Technology, Legal, Library, Non-departmental, Parks, Police, Recreation, Street Traffic)



Change in Expenses

(\$4,206,149) in 2025

(\$4,199,149) in 2026

Capital Projects



City departments
requested 36 projects:

2025: \$14,145,874
2026: \$19,195,941



Funds available:

2025: \$873,500
2026: \$619,807

Final Council decisions	2025	2026
Station 81 and 82 Bay Doors	\$260,113	
Roy Morse Field Lights (\$275k remaining from 2024)	\$300,000	
Roof and Siding Replacement: Mint Valley Pro Shop		\$450,000
Walk In Freezer at Mint Valley	\$12,500	
Security Cameras at Station 81 & 82	\$11,200	
Secure Public Foyer at Station 81	\$25,000	
Neighborhood Parks Grant (NPG)	\$25,000	\$25,000
Parks and Playground Equipment Replacement	\$45,000	\$45,000
Debt Service (Street Shop)	\$48,380	\$48,510
ADA Improvements	\$50,000	\$50,000
Total	\$777,193	\$618,510

5-Year Capital Improvement Plan (All Funds)

Project	2025	2026	2027	2028	2029
<u>Carryover Capital Projects</u>					
Arterial Street	\$1,770,000	\$500,000	\$4,250,000	\$4,273,000	\$0
Building Replacement	59,851	0	0	0	0
Capital Projects	3,461,459	1,000,000	0	0	0
Equipment Rental Reserve	1,862,082	0	0	0	0
Filter Plant	248,028	0	250,000	150,000	0
LID Construction	0	0	0	0	0
Mint Valley Golf	2,104,146	0	0	0	0
Office Equipment Reserve	0	0	0	0	0
Sewer	1,654,092	1,600,000	359,878	0	0
Storm Water	0	0	0	0	0
Transit	6,093,420	0	0	0	0
Transportation Benefit District	700,000	500,000	0	0	0
Water	2,110,000	2,125,000	839,855	0	0
<u>New Capital Projects</u>					
Arterial Street	270,600	1,313,600	355,000	0	15,111,000
Building Replacement	0	0	0	4,547,199	18,480,311
Capital Projects	777,193	618,510	758,210	3,485,702	365,520
Equipment Rental	2,617,931	986,604	4,917,100	5,536,350	2,970,300
Filter Plant	120,000	277,000	161,000	0	207,000
LID Construction	350,000	350,000	350,000	350,000	350,000
Mint Valley Golf	12,500	450,000	517,000	0	0
Office Equipment Reserve	1,264,320	403,720	70,000	32,000	63,000
Sewer	2,227,750	2,300,000	3,550,000	2,250,000	4,000,000
Storm Water	746,000	773,000	128,000	133,000	138,000
Transit	984,000	2,058,000	750,000	1,800,000	1,350,000
Transportation Benefit District	0	0	0	0	0
Water	760,900	536,700	545,625	554,997	3,004,836
Total Capital Improvement Plan	\$30,194,272	\$15,792,134	\$17,801,668	\$23,112,248	\$46,039,967

06

Conclusion and Next Steps

Conclusion

- Budgeting and Forecasting Conducted Under Significant Uncertainty
- Process Emphasized Need to Address Unsustainable Patterns and Structural Financial Issues
- 2025-2026 Biennial Budget Balanced with:
 - Enhanced Revenues
 - Departmental Reductions
 - Deferral of Capital Investment and Asset Maintenance
 - Spend-down of Reserves
- While Reducing Services, 2025-2026 Biennial Budget Affords City Time to Engage in Strategic Planning and Execution to Impact 2027-2028 Biennium and Beyond Before More Significant Service Reductions are Required

Next Steps

Staff Recommendation:

- Open the November 7th Public Hearing on the Preliminary 2025-2026 Biennial Budget
- Continue the Public Hearing to November 14th
- Adopt the Final 2025-2026 Biennial Budget No Later Than December 31, 2024

Strategic Planning:

- Articulate a vision for the City involving rigorous process and substantial public input
- Address levels of service/staffing levels, depreciation of fleet and facilities, funding for streets and parks (operations/maintenance and capital), deferred maintenance of facilities, and disposition of City assets
- Provide clear direction and priority, and timing/tactics (revenue/expense policies and initiatives) to attain vision

Questions & Discussion



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

Introduced by: Erik Halvorson, Council Member

Date: October 17th, 2024

Supported by: Keith Young, Council Member

For Agenda of: November 7th, 2024

SUBJECT TITLE: RESOLUTION TO DEVELOP AN ORDINANCE FOR REGULATING WHEELED ALL-TERRAIN VEHICLES (WATVS) WITHIN LONGVIEW CITY LIMITS

SUMMARY STATEMENT:

This resolution directs city staff to draft an ordinance regulating the use of Wheeled All-Terrain Vehicles (WATVs) within Longview city limits. It aligns with RCW 46.09 and aims to ensure safety, support green transportation, enhance city operations, and expand the Transportation Benefit District.

RECOMMENDED ACTION: A motion adopting Resolution 2521

A blue ink signature of Erik Halvorson, written in a cursive style.

Erik Halvorson

A blue ink signature of Keith Young, written in a cursive style.

Keith Young

RESOLUTION NO. 2521

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW,
WASHINGTON, DIRECTING STAFF TO PREPARE AN ORDINANCE REGULATING THE
USE OF WHEELED ALL-TERRAIN VEHICLES (WATVS) WITHIN CITY LIMITS IN
ACCORDANCE WITH RCW 46.09

WHEREAS, Wheeled All-Terrain Vehicles (WATVs) are defined as side-by-side utility vehicles designed for both on-road and off-road use, featuring low-pressure tires, essential safety features such as seat belts and roll-over protection systems, and are subject to specific regulations on speed, equipment, and licensing for public road use; and

WHEREAS, The City of Longview seeks to align its regulations with existing county and state laws concerning the operation of WATVs to ensure consistency across roadways; and

WHEREAS, Safety is a top priority for the City, with regulations limiting WATV speeds to 35 mph, requiring original equipment manufacturer (OEM) roll-over protection systems, and mandating Department of Transportation (DOT) approved tires; and

WHEREAS, The City has recently transitioned water meter reading operations in-house and intends to utilize side-by-side WATVs to enhance operational efficiency in performing these duties; and

WHEREAS, The City aims to expand its Transportation Benefit District to include side-by-side vehicles, providing additional funding for transportation-related infrastructure and improvements; and

WHEREAS, The City is committed to promoting green and fuel-efficient transportation options, aligning with Longview's sustainability goals; and

WHEREAS, The City of Longview supports the Complete Streets initiative, which emphasizes the need for safe and accessible transportation options for all users; now, therefore, be it

RESOLVED, By the City Council of the City of Longview, Washington, that staff are directed to prepare an ordinance amending the Longview Municipal Code to regulate the operation of Wheeled All-Terrain Vehicles (WATVs) within city limits, in accordance with RCW 46.09 and the provisions outlined in this resolution.

PASSED AND APPROVED by the City Council of Longview, Washington, and signed by its Mayor this 7th day of November, 2024.

ATTEST :

Mayor

City Clerk

City Attorney



City of Longview

Agenda Summary

RESOLUTION 2522 – DIRECTING THE CITY MANAGER TO EXECUTE A VEHICLE TRADE AGREEMENT WITH COWLITZ COUNTY FIRE DISTRICT 6 PERTAINING TO A SURPLUS FIRE PUMPER

RECOMMENDED ACTION:

MOTION TO APPROVE RESOLUTION NO. 2522

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety and emergency response.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Resolution No. 2522 to the trade of a Longview surplus fire pumper truck and a Cowlitz 6 heavy rescue apparatus. Cowlitz 6 needs the pumper truck and Longview needs the heavy rescue truck. The values are equal and a like-for-like trade agreement will be considered.

STAFF CONTACT:

Brad Hannig, Fire Chief

Attachments:

1. Resolution 2522 re Transfer of Vehicles with CCFD6
2. Trade Agreement

RESOLUTION NO. 2522

**A RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE A VEHICLE TRADE AGREEMENT WITH
COWLITZ COUNTY FIRE DISTRICT 6 PERTAINING TO A
SURPLUS FIRE PUMPER.**

WHEREAS, pursuant to RCW 35A.11.010, the City of Longview is authorized to purchase and dispose of real and personal property necessary to serve the public; and

WHEREAS, the City may dispose of personal property that is surplus to its needs through an intergovernmental transfer pursuant to RCW 39.33.010 for true and full value and on such terms and conditions as may be mutually agreed upon; and

WHEREAS, the City of Longview has a fire pumper that is surplus to its needs, while the City needs a heavy rescue apparatus to meet the needs of the community; and

WHEREAS, the Cowlitz County Fire District 6 (CCFD #6) has a surplus heavy rescue fire apparatus and needs a reserve fire pumper; and

WHEREAS, based on a commercially reasonable appraisal methodology, both vehicles possess the same re-sale value, and transferring these vehicles, rather than purchasing new vehicles to meet this public need, represents a cost savings and an expedited acquisition process for both agencies; and

WHEREAS, pursuant to RCW 35A.11.020, the City held a public hearing on this item was held at the regular City Council Meeting on May 23, 2024; and

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

Section 1. The City of Longview fire pumper vehicle is declared as surplus property and the City Manager is therefore authorized to dispose of the vehicle as set forth herein.

Section 2. The City Manager or designee is authorized to execute the Vehicle Trade Agreement with Cowlitz County Fire District No. 6, attached hereto as Exhibit A and incorporated

herein by this reference. The City Manager is authorized to take all actions to effectuate this authorization and the transfer to the vehicles as described herein.

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 7th day of November, 2024.

M A Y O R

ATTEST:

City Clerk



VEHICLE TRADE AGREEMENT

THIS VEHICLE TRADE AGREEMENT is made this 29th day of October, 2024, by and among the City of Longview (hereinafter known as "Owner #1") and Cowlitz County Fire District 6 (hereinafter known as "Owner #2"). Owner #1 and Owner #2 shall collectively be known herein as "the Parties".

Owner #1

City of Longview
254 Oregon Way, Longview, WA 98632
360-442-5602

Owner #2

Cowlitz County Fire District 6
PO Box 205, Castle Rock, WA 98611
360-274-4413

TERMS AND CONDITIONS

WHEREAS, Owner #1 desires to trade the surplus vehicle described below, known herein as the "Acquired Vehicle #1", under the terms and conditions set forth below;

WHEREAS, Owner #2 desires to trade the surplus vehicle described below, know herein as the "Acquired Vehicle #2, under the terms and conditions set forth below; and, therefore,

Acquired Vehicle #1

1998 Pierce Pumper Fire Truck
VIN: 4P1CT02S3WA000782 19396D
Value: \$25,000.00

Acquired Vehicle #2

2001 Pierce Heavy Rescue Truck
VIN: 1FV6HLCA4YHF56888 53861C
Value: \$25,000.00

WHEREAS, Owner #1 and Owner #2 have confirmed that these vehicles are of equal resale value, and desire to proceed with a transfer of these surplus vehicles for public benefit without warranty;

IN CONSIDERATION of the mutual promises and other valuable consideration exchanged by the Parties as set forth herein, the Parties, intending to be legally bound hereby agree as follows:

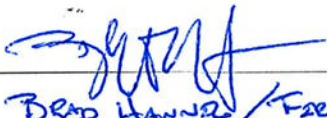
- A. Acquired Vehicle #1 is to be traded for Acquired Vehicle #2 as a straight trade with no money being exchanged.
- B. Owner #1 shall deliver Acquired Vehicle #1, and Owner #2 shall take possession of same, at Owner #1's premises (or at another mutually agreed upon location) on or before October 29th, 2024. ("Delivery Date #1").
- C. Owner #2 shall deliver Acquired Vehicle #2, and Owner #1 shall take possession of same, at Owner #2's premises (or at another mutually agreed upon location) on or before October 29th, 2024 ("Delivery Date #2").
- D. The Parties shall convey title to the other upon delivery of the vehicles. The Parties agree and covenant to execute all documents presented which are necessary to finalize transfer of title and registration upon the Acquired Vehicles.
- E. Acquired Vehicles #1 and #2 are transferred "AS IS", and the Parties do not in any way, expressly or impliedly, give any warranties to the acquiring Party. The Parties expressly disclaim any implied warranties of merchantability or of fitness for a particular purpose.

- F. The Parties acknowledge that unless prohibited by applicable law, any insurance coverage, license, tags, plates or registration maintained by the Parties on the Acquired Vehicle shall be canceled upon delivery of the Acquired Vehicles to, and the acceptance of, by the receiving party.
- G. The individuals signing this agreement on behalf of Owner #1 and Owner #2 hereby represents that they have the actual power and authority to so execute this Agreement on behalf of the Parties.

IN WITNESS WHEREOF and acknowledging acceptance and agreement of the foregoing, the Parties affix their signatures hereto.

Owner #1

I, Brad Hannig, have received Acquired Vehicle #2 listed above from Cowlitz County Fire District 6 and accept such "as is/where is", and hereby release Cowlitz County Fire District 6, its elected/appointed officials, employees, agents, contractors, and volunteers from any and all liability in any way related to the transfer of this property.

Dated 10-29-24 Signed 
BRAD HANNIG / FIRE CHIEF
Printed Name and Title

Owner #2

I, Bill Lemonds, have received Acquired Vehicle #1 listed above from The City of Longview and accept such "as is/where is", and hereby release the City of Longview, its elected/appointed officials, employees, agents, contractors, and volunteers from any and all liability in any way related to the transfer of this property.

Dated 10-29-24 Signed 
BILL LEMONDS Fire Chief
Printed Name and Title



City of Longview

Agenda Summary

RESOLUTION 2523 – A RESOLUTION OF THE CITY OF LONGVIEW, WASHINGTON, DECLARING A PUBLIC PURPOSE AND AUTHORIZING CITY SPONSORSHIP OF THE LONGVIEW DOWNTOWN HOLIDAY PARADE AND THE LONGVIEW GO 4TH FESTIVAL PARADE

RECOMMENDED ACTION:

MOTION TO APPROVE RESOLUTION NO. 2523

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place issues.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

A resolution authorizing the city to sponsor the Downtown Holiday parade and Go 4th Parade by providing road closures and traffic control.

STAFF CONTACT:

Chris Collins, Assistant City Manager / Public Works Director
Jennifer Wills, Parks and Recreation Director

Attachments:

1. Resolution 2523 - City Sponsorship of Parades(10945352.1)

RESOLUTION NO. 2523

A RESOLUTION OF THE CITY OF LONGVIEW, WASHINGTON, DECLARING A PUBLIC PURPOSE AND AUTHORIZING CITY SPONSORSHIP OF THE LONGVIEW DOWNTOWN HOLIDAY PARADE AND THE LONGVIEW GO 4TH FESTIVAL PARADE

WHEREAS, the City of Longview recognizes and acknowledges the importance of supporting events that serve to enrich the civic, charitable, cultural, economic, entertainment and other values of the community and that enhance the community identity; and

WHEREAS, the City Council of Longview seeks to extend City sponsorship to events that the City Council determines serve valid municipal purposes; and

WHEREAS, upon a declaration by the City Council that a particular event serves a valid municipal purpose and qualifies for sponsorship, the event may be entitled to use of city facilities and services without charge; and

WHEREAS, the City expects it will receive permit applications for the Longview Downtown Holiday Parade, occurring on December 7, 2024, and the Longview Go 4th Festival Parade, occurring on July 4, 2025; and

WHEREAS, the Longview Downtown Holiday Parade has taken place in Longview for over 40 years, is open to the public, and serves the valid municipal purposes of promoting community pride and encouraging civic participation from local businesses and residents; and

WHEREAS, the Longview Go 4th Festival is one of the oldest and largest Fourth of July festivals in Washington and dates back over 60 years, is open to the public, and serves the valid municipal purpose of promoting a sense of local and national pride, and supports local arts, trades, and entertainment; and

WHEREAS, the City Council estimates the financial sponsorship commitment will be approximately \$8,950.00 per parade, which estimates include street closure labor and costs provided by Longview Public Works, and traffic control provided by the Longview Police Department, and

WHEREAS, the City Council finds the Longview Downtown Holiday Parade and the Go 4th Festival Parade are events that serve valid municipal purposes and are eligible for City sponsorship;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONGVIEW, WASHINGTON:

SECTION 1. The City Council declares that the Longview Downtown Holiday Parade and the Longview Go 4th Festival Parade are events open to the public and serve the valid municipal purposes described herein.

SECTION 2. The City Council authorizes the City's sponsorship of the Longview Downtown Holiday Parade and the Longview Go 4th Festival Parade. This authorization extends to the parades as identified in the permit applications for parades on December 7, 2024, and July 4, 2025. The mayor is authorized to enter into an agreement or contract with the event organizers to memorialize the City's sponsorship as described herein.

SECTION 3. This Resolution shall take effect immediately upon its adoption by the City Council of Longview.

PASSED by the City Council of Longview, Washington, and approved by its Mayor this ____ day of _____, 2024.

Mayor

ATTEST:

City Clerk



City of Longview

Agenda Summary

CANCELLATION OF THE NOVEMBER 14 ANNEXATION PUBLIC HEARING

RECOMENDED ACTION:

MOTION TO CANCEL THE NOVEMBER 14, 2024 ANNEXATION PUBLIC HEARING AND HOLD THE MEETING AS JUST A DISCUSSION OF THE ANNEXATION RATHER THAN A FORMAL HEARING.

DATE: November 7, 2024

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

According to RCW 35A.14, code cities are obligated to conduct a discussion meeting with the applicant and the city council regarding proposed annexation. This meeting is intended to allow the council to instruct staff to either proceed, modify, or reject the annexation. The applicant will then circulate the annexation petition and obtain the necessary 60% signatures from the property owners involved if the city council instructs staff to proceed with the annexation. Once the applicant has obtained the necessary signatures, a public hearing will be scheduled to accept public comments.

RECOMMENDED ACTION:

Motion to cancel the November 14, 2024 Annexation Public Hearing and hold the meeting as just a discussion of the annexation rather than a formal hearing.

STAFF CONTACT:

Irene Rutikanga, Community and Economic Development Planner

Attachments: None



City of Longview

Agenda Summary

RESOLUTION NO. 2520 - AUTHORIZING THE AD VALOREM TAX LEVY FOR 2025

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2520

DATE: November 7, 2024

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

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." In order 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 provides for a 0.0% increase in the regular property tax levy, in addition to any amount resulting from new construction, improvements, annexations, any increase in the value of state-assessed property and amounts eligible for refund levy from the amount that was levied in 2024. Such a Resolution must follow a public hearing regarding revenue sources. The public hearing for the 2025 General Fund revenue sources was held on October 24, 2024.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2520.

STAFF CONTACT:

Chris Collins, Public Works Director/Assistant City Manager

Attachments:

1. RESOLUTION NO 2520 - Authorizing the Ad Valorem Tax Levy Rate for 2025
2. DOR Levy Certification Form10.28.24

RESOLUTION NO. 2520

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 0.0% increase in the regular property tax levy, in addition to any amount resulting from new construction, improvements, annexations, any increase in the value of state-assessed property and amounts eligible for refund levy from the amount that was levied in 2024 to an amount which is 100.00% 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 October 24, 2024, to consider the City of Longview's current expense budget for the 2025 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 0.0% 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 2025 levy in the amount of \$0.00 which is a percentage increase of 0.0% from the previous year.

Any unused general property tax levy capacity for the 2025 tax year is reserved for future levy as provided by RCW 84.55.092.

Passed by the City Council this ____ day of November, 2024.

Approved by the Mayor this ____ day of November, 2024.

Mayor

Attest:

City Clerk

Form 64 0100

 **Reset form**

Levy Certification

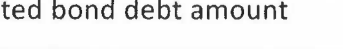
Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

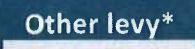
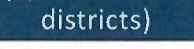
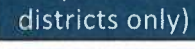
This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Jim Duscha (Name),
Interim City Manager (Title), for City of Lonaview (District name),
do hereby certify to the Cowlitz (Name of county) County legislative authority
that the City Council (Commissioners, Council, Board, etc.) of said district requests
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's
budget, which was adopted following a public hearing held on 10/24/2024 (Date of public hearing).

Regular levies

Levy	General levy	Other levy* 
Total certified levy request amount, which includes the amounts below.	\$10,259,202	
Administrative refund amount	\$57,702	
Non-voted bond debt amount		
Other* 		

Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* 
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other* 					

*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Jim Duscha Date: 10-28-2024

 **Print form**

To request this document in an alternate format, please complete the form dor.wa.gov/AccessibilityRequest or call 360-705-6705. Teletype (TTY) users please dial 711.



City of Longview

Agenda Summary

BID REVIEW – CDBG HIGHLANDS SPEED BUMPS

RECOMMENDED ACTION:

MOTION TO ACCEPT THE LOW BID AND AWARD TO WESTERN UNITED CIVIL GROUP. IN THE AMOUNT OF \$133,508

COUNCIL INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods
Improve transportation systems

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

This project provides for the construction of 12 speed bumps along portions of Alabama Street, 32nd Avenue, and Michigan Street within the City of Longview, Washington 98632.

On October 30, 2024, two bids were received as follows:

\$133,508 – Western United Civil Group, Yacolt, WA
Nonresponsive – Midway Underground, Toledo, WA

\$106,318 - Engineer's Estimate

The low bid received was determined to be regular and responsive. Midway Underground has been determined to be non-responsive because they failed to include their bid bond with their bid submittal as required.

FINANCIAL SUMMARY:

This project is funded through a Community Development Block Grant (CDBG) and the Arterial Street Fund.

STAFF CONTACT:

Samuel Barham, PE, Project Engineer

Attachments: None



City of Longview

Agenda Summary

PROJECT SCOPE CHANGE FOR DEPARTMENT OF COMMERCE GRANT

DATE: November 7, 2024

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place issues
Strengthen economic conditions & create new opportunities
Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

In 2023, the City of Longview secured a \$2,000,000 grant from the Washington State Department of Commerce to partially fund the replacement of the failing hydraulic irrigation system at Mint Valley Golf Course. The initial estimated project cost was \$4,000,000. In early 2024, a Design and Engineering study provided a refined cost estimate of \$5,800,000, creating a funding gap of \$3,800,000. Despite efforts to source additional funds, budgetary constraints and other City priorities prevented progress toward the original project scope.

Given the hydraulic system's urgent issues, the Mint Valley team explored alternative solutions to transition from hydraulic to electric irrigation. In September, they introduced "Operation Little Band-Aid," which proposed replacing fairway heads as a temporary solution. They also initiated a test phase called "Operation Big Band-Aid Test" to determine the feasibility of converting a single hole to an electric system. The test was successful.

The team will present findings from the Big Band-Aid Test and seek Council concurrence to approach the Department of Commerce about adjusting the project scope. While the primary objective remains converting Mint Valley Golf Course's irrigation system from hydraulic to electric, the modified scope would exclude laying new main and feeder lines. Instead, the revised scope would focus on the most impactful updates achievable within the original \$2,000,000 grant.

RECOMMENDED ACTION:

Motion to support a scope change for the Department of Commerce Grant, directing staff to reframe the project to maximize the \$2,000,000 allocated for the course's irrigation system transition.

STAFF CONTACT:

Jennifer Wills, Director of Parks and Recreation

Attachments:

1. Mint Valley Commerce Grant Scope Change Presentation 11.07.24
2. Memo - Operation Little and Big Band Aid Update



MINT VALLEY

Project Scope Change for Department of Commerce Grant



PROJECT HISTORY

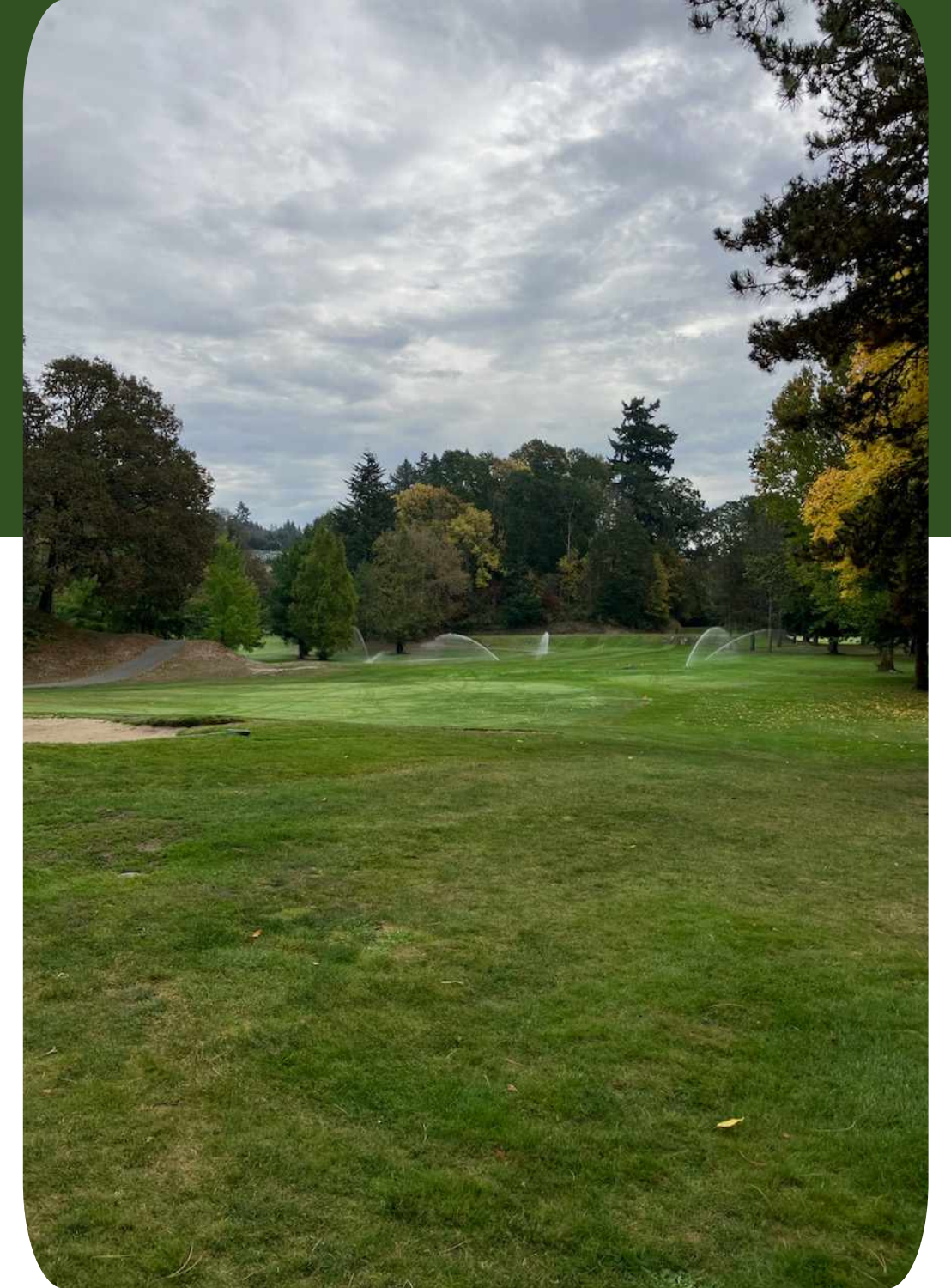
- 1976 – Hydraulic Irrigation System Installed
- 2008 – The First Request for Replacement (32 YR System)
- Requested Every Biennium with Price Increases
- 2023 – \$2M Grant Secured from WA Dept. of Commerce
- 2024 – Design and Engineering of New System
- 2024 – Operation Little and (Test) Big Band-Aids

CURRENT GRANT OVERVIEW

- Original Request was a Matching Grant
- Requested \$2M for a \$4M Project
- Current Cost Estimate – \$5.8M Project
- Shortfall of \$3.8M
- Intention of the Grant
 - Hydraulic to Electric



OPERATION BIG BAND-AID TEST





Mint Valley

GOLF COURSE

Motion to support a scope change for the Department of Commerce Grant, directing staff to reframe the project to maximize the \$2,000,000 allocated for the course's irrigation system transition.





MEMO

TO: City Council/Administration, Golf Advisory & Parks and Recreation Advisory Board
FROM: Jennifer Wills, Director of Parks and Recreation
DATE: **October 16, 2025**
SUBJECT: **Update on Mint Valley Golf Course Irrigation Upgrades**

To everyone this may concern,

The purpose of this memo is to provide an update on the ongoing and recently tested irrigation upgrade projects at Mint Valley Golf Course—Operation Little Band-Aid and Operation Big Band-Aid Test. These projects aim to address immediate operational challenges related to our aging and inefficient hydraulic irrigation system, while also exploring a pathway towards a more modern, electrified system.

The golf course has been facing significant irrigation challenges due to outdated sprinkler heads and the reliance on a labor-intensive hydraulic control system. Operation Little Band-Aid focuses on replacing 700 fairway sprinkler heads to enhance efficiency and reduce water waste. This project, which has made considerable progress since its initiation in mid-July, is already yielding positive results.

Operation Big Band-Aid Test, approved for testing on Hole #3, expands on these efforts by transitioning a portion of our system to electric control. This test has provided valuable insights, confirming that an electrified system can improve reliability, streamline maintenance, and reduce strain on our staff. This solution, while not addressing the deeper issue of aging mainline pipes, offers significant short-term relief and sets the stage for potential system-wide electrification.

Moving forward, we are exploring the feasibility of reallocating an existing \$2,000,000 grant from the Washington State Department of Commerce to extend the upgrades from Operation Big Band-Aid Test to the entire course. This approach offers a pragmatic alternative to a full irrigation system replacement, which would currently require an unaffordable matching contribution from the City's general fund. We seek your support to further develop and present this modified project proposal, which would modernize our irrigation infrastructure and help safeguard the future of Mint Valley Golf Course.

In the following sections, we provide detailed findings from each operation, outline our proposal for the next steps, and request your feedback and support as we navigate this critical upgrade for our community's golf course.

Sincerely,

Jennifer Wills
Director | Parks, Recreation, Urban Forestry, & Golf



OPERATION SMALL BAND-AID

Scope: This option involves replacing all 700 fairway heads with modern Falcon sprinkler heads. Our current fairway heads are outdated and inefficient, leading to significant water wastage. The Falcon heads offer the advantage of adjustable water flow (from part circle to full circle), allowing us to direct water more accurately towards the turf and reduce unnecessary water usage around ponds and bunkers.

Benefits:

- Upgraded to modern, efficient sprinkler heads.
- Significant reduction in water waste due to adjustable direction and range.
- Provides immediate relief for operational challenges, buying us more time before larger capital expenditures are necessary.

Downside: These heads may not be compatible with a future system-wide upgrade. However, they can still be repurposed by the parks department at other locations such as the lake.

Pre - Estimated Cost: \$53,000 (Supplies and Labor)

Current Running Total Cost of Supplies –

COMPANY	ITEM	PRICE
EWING	RAINBIRD ROTOR/NOZZLES	\$1,829.30
EWING	RAINBIRD ROTORS	\$14,193.18
EWING	RAINBIRD ROTORS	\$7,235.71
EWING	RAINBIRD ROTORS	\$6,679.15
PACIFIC GOLF	VALVE ASSEMBLIES	\$510.17
HOME DEPOT	MISC. IRRIGATION REPAIR	\$111.57
HOME DEPOT	MISC. IRRIGATION REPAIR	\$78.05
CURRENT RUNNING TOTAL		\$30,637.13

Time Estimate: 3 employees working full time for approximately 4-6 months using in house labor.

Status: This project has been approved through the general fund for \$45,000 in materials, and the replacements are already underway with successful results. The project started mid-July and to date, 180 heads have been replaced with only 1.5 remaining holes on the front 9 left to replace.



OPERATION BIG BAND-AID TEST

Scope: This more comprehensive option includes replacing all fairway heads as outlined in Operation Small Band-Aid, but it also addresses larger systemic issues. We propose replacing the lids on hydraulic valves, updating diaphragms, pulling new wiring to all fairway valves, and replacing sprinkler heads on the greens and tees. This would transition our system from hydraulic to electrically controlled, vastly improving its efficiency and reliability. To test the theory, Council approved the "Big Band Aid Test" to take place on Hole #3.

Benefits:

- Complete overhaul of sprinkler heads and valve controls.
- Transition to an electrically controlled system for better management and reduced maintenance demands.
- This solution buys us additional years of operation, reducing the labor-intensive efforts required to maintain the current system.

Downside:

- This is a significant cost and investment, which does not address the underlying issue of our failing mainline pipes, nor does it provide water reduction efficiencies. The mainline pipes will still need attention in the future.
- The course would experience disruption due to trenching and installation of new wiring.

Impact on Course Operations:

As this work is prioritized, it diverts our team from other course maintenance tasks, impacting daily operations. Ideally, this should be scheduled during poor weather when play is slower to minimize disruption to golfers.

Estimated Cost for Hole #3: \$10,000

Current Running Total Cost of Supplies –

COMPANY	ITEM	PRICE
EWING	WIRE	\$953.30
SUNBELT RENTALS	VIBRATORY PLOW	\$1,201.10
PACIFIC GOLF	RAINBIRD HEADS	\$6,369.53
PACIFIC GOLF	RAINBIRD ADAPTERS	\$240.80
CURRENT RUNNING TOTAL		\$8,764.73

Time: Approximately 3 employees 38 hours to complete using in house labor.

Conclusion:

Operation Big Band-Aid has successfully demonstrated that transitioning our irrigation system from hydraulic to electrified control is achievable. While this significant investment does not directly address the aging mainline pipes or enhance water efficiency, it provides a much-needed upgrade, reducing the current labor strain and buying us valuable operational time.



NEXT STEPS FOR IRRIGATION SYSTEM UPGRADE PROPOSAL

1. Present Findings to City Council – November 7th Council Meeting

- Share the results of both the ongoing Operation Little Band-Aid and Operation Big Band-Aid Test, detailing the successful transition of Hole #3 from a hydraulic to an electrified irrigation system.
- Seek City Council's support in reallocating the project scope and securing approval to present this modified plan to the Department of Commerce at the November 7th meeting.

2. Submit Project Description to the Department of Commerce

- Recognize the City's financial constraints and the inability to provide the match for a full irrigation system replacement, given other general fund priorities and propose a modified project to the Washington State Department of Commerce that leverages the \$2,000,000 grant for electrifying the entire golf course irrigation system, rather than a complete overhaul.
- Highlight the cost-effectiveness and practicality of expanding the successful test from Hole #3 to the entire 24-hole course, updating components to enhance system functionality and reliability.

3. Project Scope, Features, and Grant Requirements

- Replace all fairway, green, and tee sprinkler heads with Rainbird heads, adapted for electric control.
- Install updated clocks with higher capacity for managing system banks across the course.
- Integrate a new computer system and weather station for advanced monitoring and control.
- Implement additional improvements to enhance functionality, reduce the risk of failure, and provide staff with more robust operational control.
- Explain that, while this solution does not address the long-term need for mainline pipe replacement, it resolves the ongoing challenges of the hydraulic system.

4. Plan for Implementation

- Upon receiving approval, begin planning for phased implementation of the electrification project to minimize course disruptions, with a focus on timing upgrades during periods of low play.
- Ensure continuous communication with stakeholders, including course members and the community, regarding project timelines and anticipated improvements.