



## Minutes

### Accessibility Advisory Committee

*Jordan Balla (Chair), Cheryl Coddington, Harry Howell, Lori Piper, Allan Rudberg, Katherine Vickers, Ashley Wagner (Vice Chair), Taylar Lewis, Lori Hendrickson MaryAlice Wallis (Council Liaison) Spencer Boudreau (Council Liaison)*

Monday, November 18,  
2024

4:00 PM

Hybrid Meeting  
2nd Floor, City Hall  
1525 Broadway, Longview WA

**NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Accessibility Advisory Committee of the City of Longview, Washington will conduct a Regular Meeting in the Longview City Hall 2nd Floor Training Room, 1525 Broadway, Longview, WA on Monday, November 18, 2024, at 4:00 p.m. The meeting is also available via Microsoft Teams.**

To attend the meeting virtually use the link or information below:

[Click here to join the meeting](#)

Meeting ID: 257 415 057 37

Passcode: LZfqgi

**Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.**

**1. CALL TO ORDER**

*Chair Jordan Balla called the meeting to order at 4:02 p.m.*

**2. ROLL CALL**

**Present:** *CLAAC Members Present (7) Chair Jordan Balla (on-line), Member Allen Rudberg, Member Cheryl Coddington, Member Katherine Vickers, Member Harry Howell (on-line), Member Lori Hendrickson, Member Taylar Lewis*

**Absent/Excused:** *Vice Chair Ashley Wagner, Member Lori Piper*

**Council Liaison:** *MaryAlice Wallis (on-line)*

**Staff Present:** *City Engineer Sam Barham, River Cities Transit Mobility Supervisor Doreen Daggett, Parks and Urban Forestry Manager Joanna Martin, Safety/Risk Manager Rashelle Douglas, Assistant City Manager/Public Works Director Chris Collins, Deputy City Clerk Sam Van Laer*

**3. INVOCATION\*/FLAG SALUTE**

*The flag salute was recited.*

**4. APPROVAL OF MINUTES**

**24-00899 September 16, 2024 Regular Meeting**

The Committee reviewed the Minutes from September 16, 2024 and identified the following needed amendments.

1. Amend the date under the NOTICE IS HEREBY GIVEN section from "September 18, 2023" to "September 16, 2024."
2. Amend a staff member's name under Section 2. Roll Call from "Kith Walling" to "Keith Walling."
3. Amend the last sentence under Section 9. New Business from, "Fleet/Facilities Manager Keith Walling stated that the ACA budget covers tangible items, not services" to "Fleet/Facilities Manager Keith Walling stated that the AAC budget covers tangible items, not services."

A motion was made by Member Harry Howell, seconded by Member Allan Rudberg, to approve the Minutes of September 16, 2024 as amended. The motion carried unanimously.

**5. CONSTITUENT COMMENTS**

None

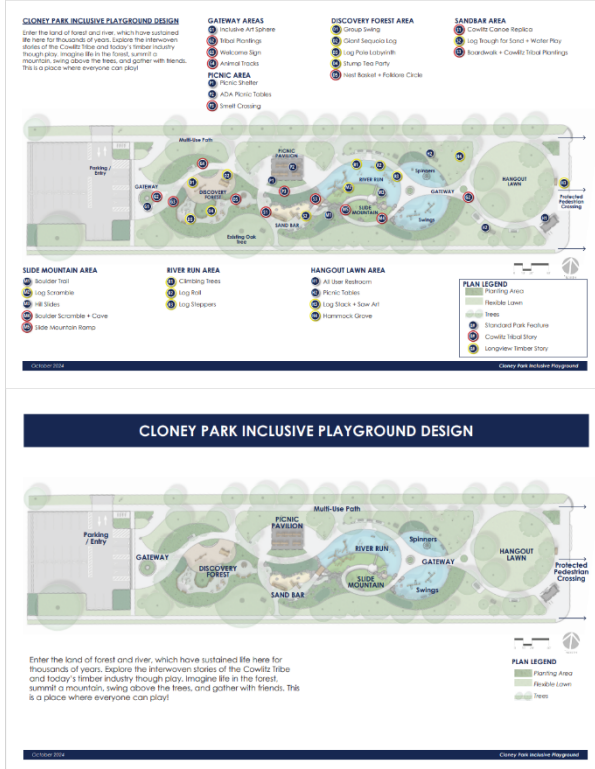
**6. COMMITTEE MEMBER COMMENTS & REPORTS**

Member Cheryl Coddington inquired about the Committee's budget. Safety/Risk Manager Rashell Douglas reported that the budget will roll over into the new year.

Chair Jordan Balla discussed a need for ASL interpretation. Safety/Risk Manager Rashell Douglas reported that HR had looked into the cost of this and there is no way to currently compensate the service. Douglas will review any needs for this on a case-by-case basis. The Committee wants to make sure the process for notifying the City that an interpreter is needed is explicitly stated on the website and may need to expand on what accommodations are provided.

**7. STAFF COMMENTS & REPORTS**

Parks and Urban Forestry Manager Joanna Martin presented the Cloney Park Inclusive Playground Design.



Committee Members inquired if reservations can be made for the Picnic Pavillion, if there are spaces to barbeque, and how many ADA parking spots are available. Martin reported that the Picnic Pavillion is not currently reservable, there are no barbeque areas, and there are five ADA parking spots and forty-four standard parking spots. Martin

reported that it will be two to three years until the space is usable and will end up with a regional park designation due to being the only inclusive park in Cowlitz County.

River Cities Transit Mobility Supervisor Doreen Daggett reported the braille bus stop signs will be installed soon.

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

None

10. **ADJOURNMENT & NEXT MEETING DATE/TIME/LOCATION**

**24-00900** The next regular Accessibility Advisory Committee is scheduled for Tuesday, January 21, 2025 at 4:00 p.m. The regular meeting is on Tuesday because of Martin Luther King Jr. Day on Monday. The meeting will be held at the Longview city Hall in the Training Room on the 2nd Floor, 1525 Broadway Street and via Microsoft Teams Meeting.

*Chair Jordan Balla adjourned the meeting at 4:24 p.m.*

*Sam Van Laer  
Deputy City Clerk*

Approved: \_\_\_\_\_  
*Chair Jordan Balla*

January 21, 2025  
4:00 p.m.  
Longview City Hall 2nd Floor Training Room, 1525 Broadway, Longview, WA