



City of Longview

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

Agenda

Complete Streets Advisory Committee

Tuesday, January 28, 2025

5:00 PM

Training Room, 2nd Floor, City Hall

1. **HYBRID MEETING DETAILS**

25-00103 Please click the link to join the webinar: <https://us02web.zoom.us/j/85094849448>
Webinar ID: 850 9484 9448
Or Telephone: (253) 205 0468; or (253) 215 8782; or (669) 444-9171

2. **CALL TO ORDER**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

25-0099 MINUTES FROM OCTOBER 22, 2024
NO MEETINGS IN NOVEMBER AND DECEMBER.

5. **PUBLIC COMMENTS**

6. **UNFINISHED BUSINESS**

25-00105 BIKE FRIENDLY COMMUNITY

7. **NEW BUSINESS**

25-00104 BYLAWS REVIEW AND DISCUSSION

8. **REPORTS**

25-00100 PROJECT UPDATES

9. **BOARD MEMBER COMMENTS**

10. **EDUCATION TOPIC**

11. **ADJOURNMENT**



Minutes

Complete Streets Advisory Committee

Tuesday, October 22, 2024

5:00 PM

Training Room, 2nd Floor, City Hall

1. **HYBRID MEETING DETAILS**

24-00948 Please click the link to join the webinar: <https://us02web.zoom.us/j/83084726483>
Webinar ID: 830 8472 6483
Or Telephone: (253) 205 0468; or (253) 215 8782; or (346) 248 7799

2. **CALL TO ORDER**

The meeting was called to order at 5:00 pm.

3. **ROLL CALL**

In Attendance: Morgan Palmer, Chair; Art Birkmeyer; Clark Carroll; George Hudson; Pat (John) Keating; Ivy Masters (arrived at 5:02 PM); Councilmember Ruth Kendall, Council Liaison

Unexcused: Trey Davis

Staff: Sam Barham, City Engineer; Angela Abel, PIO; Samantha Van Laer, Deputy City Clerk

4. **APPROVAL OF MINUTES**

24-00949 **MINUTES FROM SEPTEMBER 24TH**

The minutes were approved as presented.

5. **PUBLIC COMMENTS**

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **REPORTS**

24-00947 **Project Updates**

- **Columbia Heights proposed reduced cross section**

Morgan provided the following Updates:

Regarding the Columbia Heights project, there will be guardrails on some sections and the planned

sidewalk will now be four feet wide due to the required retaining walls. Planning to construct in 2026.

Regarding the Olympia Way project, the contractor is having difficulty procuring striping materials. The work will be suspended so the contractor has more time.

Regarding the 22nd Ave project, the contractor is having trouble getting the flasher equipment and the project is delayed.

Regarding the Nichols Blvd project, the contractor is also having difficulty procuring striping materials. Would like the parking area striped before winter. However, not all areas of the project may be completed by then.

9. BOARD MEMBER COMMENTS

Ivy Masters was featured in a TDN broadcast on the CSAC projects.

The feedback on the bike lanes from the Longview Perspectives Survey was discussed.

The Committee considered if reviewing traffic accident reports could help with public safety.

Education regarding sharing the road with cyclists and navigating bike lanes for Washington drivers was discussed.

The impact of the Washington Way project was discussed.

Morgan inquired if the Committee would like to skip the November and December Committee meetings due to the holidays. The Committee decided to cancel November and December meetings unanimously.

Selecting December 17th at 10 am for the Santa Run was discussed.

Morgan asked the Committee to think about topics and problem areas that the Committee would like to work on for the next meeting.

10. EDUCATION TOPIC

11. ADJOURNMENT

The meeting adjourned at 5:53 pm.

**RULES OF PROCEDURE for the LONGVIEW
COMPLETE STREETS ADVISORY COMMITTEE**

1. The City established the Complete Streets Advisory Committee ("Committee") in 2019 by Ordinance 3413, as codified in Longview Municipal Code Chapter 12.70.
2. The purpose of the Committee is to advise the City regarding complete streets elements, transportation system plans and design criteria, and when otherwise needed to fulfill the goals of Chapter 12.70.
3. The position of Chair will be held by the City Engineer, or appointed staff.
4. Regular meetings shall be held on the fourth Tuesday at 5:00 p.m., of each month in a meeting room at the Longview City Hall with a virtual option.
5. Special meetings shall be held when called by the Chair, at such time and place as shall be set by the presiding officer calling the Special Meeting.
6. A quorum for conducting business shall be a minimum of four members of the seven member board. No official business may be conducted unless a quorum of members is present, except that any number less than a quorum shall have the power and authority to adjourn the meeting from time to time until a quorum is obtained.
7. A member may attend and participate at a meeting by use of a speakerphone or by some more contemporary communication mode such as zoom or video conference. This attendance and participation requires clear two-way communication: the member on the phone line or video/internet connection must hear and perhaps see what is happening at the meeting and can also be heard and perhaps be seen by those present at the meeting. This can be considered to be attendance at the meeting, and the physically-absent member counts towards a quorum.
8. Any member who has three unexcused absences during the calendar year or two unexcused absences in a row, of a regularly scheduled meeting, must provide a sufficient explanation of the absences or be subject to recommendation for removal from the Committee.
9. All members including officers shall have a vote in ruling on any business.
10. The assigned Administrative Assistant shall be the Custodian of Records and shall keep official records of all minutes and business transacted by the

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*Rules of Procedure for
Longview Complete Streets Advisory Committee*

Committee. Such records shall be available for inspection by the public at all reasonable times.

11. A majority vote of all members of the Committee shall be necessary to pass any motion, except as required by law or ordinance.
12. Where not otherwise specified by these rules, the meetings of the Committee and the manner of conducting business shall be governed by Roberts Rules of Order, Revised.
13. These rules may be altered, amended, revised or supplemented from time to time by a majority vote of all members of the Committee. Any such alteration, amendment, revision or supplement shall be in writing and shall be filed with the Custodian of Records following its passage by the Committee.

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