



City of Longview

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

Minutes

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*

Saturday, June 14, 2025

9:00 AM

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 - Council Summit - in the Longview City Hall Training Room, 1525 Broadway, Longview, on Saturday, June 14, 2025 from 9:00 a.m. to 2:00 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

Webinar ID: 823 9413 2374

1. **CALL TO ORDER**
Mayor Boudreau called the meeting to order at 9:00 a.m.
2. **FLAG SALUTE**
The flag salute was recited.
3. **ROLL CALL**
***Present:** Mayor Boudreau, Mayor Pro Tem LaFave, Councilmember Kendall, Councilmember Wean, Councilmember Wallis, Councilmember Young, Councilmember Halvorson*

Staff Present: City Manager Jennifer Wills, City Clerk Tiffany Ostreim, Public Works Director/Assistant City Manager Chris Collins, Police Chief Robert Huhta, Library Director Jacob Cole, Human Resources Director Sabrina Fraidenburg, Public Information Officer Angela Abel, Information Technology Director Mike Sullivan, Finance Director Lisa Wolff

4. **INTRODUCTION OF FACILITATORS**

25-00542 LAURA HIGHT, EXECUTIVE DIRECTOR OF COMMUNITY MEDIATION CENTER AND ELIZABETH DRAKE PH.D., EXECUTIVE DIRECTOR OF DISPUTE RESOLUTION CENTER OF THURSTON COUNTY

Laura Hight, Executive Director of Community Mediation Center and Elizabeth Drake Ph.D., Executive Director of Dispute Resolution Center of Thurston County facilitated the summit.

5. **COUNCIL SUMMIT DISCUSSION**

25-00541 CITY MANAGER EXPECTATIONS/GOALS VISION/VALUES

Expectations of the City Manager - Human Resources Director Sabrina Fraidenburg led the discussion. Council discussed the City Manager job description and submitted changes to HR Director Fraidenburg.

Council discussed the City Manager Evaluation Policy and submitted changes to HR Director Fraidenburg.

Council discussed the City Manager Performance Evaluation Form and submitted changes to HR Director Fraidenburg.

SMART Performance Measures - Human Resources Director Sabrina Fraidenburg led the discussion. Specific, Measurable, Achievable, Relevant, Time-bound goals.

Council discussed goals for: Intergovernmental Relations, Council Communication and Relations, Organizational Management and Employee Relations, Strategic Leadership and Fiscal Stewardship, Community Relations, and Crisis and Emergency Leadership.

Shared Vision for Longview - Facilitators Laura Hight and Elizabeth Drake led the discussion. Council participated in a visioning activity.

Shared values/themes included: optimism, quality of place, development, health, and safety.

At 12:05 p.m. the Council took a 20-minute recess and reconvened at 12:25 p.m. with all members present.

Public Information Officer Angela Abel led a presentation on Branding.

Council discussed Longview's brand and was interested in doing a small in-house brand refresh.

Summary and Next Steps - Councilmembers will send their comments on the Protocol Manual to City Manager Wills who will schedule a review of each chapter during regular council meetings under City Manager's Report.

A resolution to adopt a Public Comment Policy will be brought to council during a regular council meeting for adoption.

Human Resources Director Fraidenburg will update the City Manager job description, performance review and evaluation form.

City Manager Wills will schedule a workshop for council to review information gathered from the Citizen, Stakeholder and Employee Summits to guide the council in drafting their initiatives.

A re-brand policy will be brought to council during a regular council meeting for adoption.

6. **ADJOURNMENT**

The meeting was adjourned at 1:27 p.m.

Tiffany Ostreim
City Clerk

Approved: _____
Mayor

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, JUNE 26, 2025 – 6:00 P.M.

TUESDAY, JULY 8, 2025 – 6:00 P.M. (JULY & AUGUST COUNCIL MEETINGS ARE 2ND & 4TH TUESDAY)