



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, September 11, 2025

6:00 PM

2nd Floor, City Hall

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.

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<https://us02web.zoom.us/j/82394132374>

Telephone options (dial any of the following numbers):

1-253-215-8782 or 1-346-248-7799 or 1-408-638-0968 or 1-669-900-6833

Webinar ID: 823 9413 2374

1. CALL TO ORDER

2. INVOCATION*/FLAG SALUTE

25-00613 JERRY CHAPMAN, DRUMSPEAKER MINISTRY

3. ROLL CALL

4. WORKSHOP

5. APPROVAL OF MINUTES

25-00614 AUGUST 26, 2025 REGULAR MEETING

25-00840 SEPTEMBER 4, 2025 SPECIAL MEETING/WORKSHOP

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

25-00772 CONSTITUTION WEEK SEPTEMBER 17-23, 2025; RECIPIENT - WENDY KOSLOSKI, CHAPTER MEMBER

8. CONSTITUENTS' COMMENTS - NON-AGENDA ITEMS (Thirty Minutes)**9. PUBLIC HEARINGS****10. CONSTITUENTS' COMMENTS - AGENDA ITEMS (Thirty Minutes)****11. BOARD & COMMISSION RECOMMENDATIONS**

25-00764 PUBLIC WORKS SUBCOMMITTEE RECOMMENDATION – REALLOCATION OF GOLF COURSE PROJECT FUNDS TO NEW CAPITAL IMPROVEMENT PROJECTS BY REDIRECTING \$415,000 OF THE \$450,000 PREVIOUSLY BUDGETED FOR THE MINT VALLEY GOLF COURSE SIDING AND ROOFING PROJECT.

RECOMMENDED ACTION:

MOTION TO APPROVE THE PUBLIC WORKS SUBCOMMITTEE RECOMMENDATION TO THE FOUR CAPITAL IMPROVEMENT PROJECTS IDENTIFIED.

12. ORDINANCES & RESOLUTIONS

25-00837 ORDINANCE NO. 3565 - AMENDING LMC CHAPTER 5.05.110(24) CITY BUSINESS LICENSE MODEL THRESHOLD EXEMPTION

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3565

25-00863 EXECUTIVE SESSION - LEGAL RISK OF A PROPOSED ACTION PER RCW 42.30.110(1)(iii)

25-00862 ORDINANCE NO. 3567 — AMENDMENTS TO LMC CHAPTER 7.29 CAMPING AND STORAGE OF PERSONAL PROPERTY IN PUBLIC PLACES

RECOMMENDED ACTION:

CONSIDER ADOPTION OF ORDINANCE NO. 3567 AMENDING LMC CHAPTER 7.29 TO ADDRESS UNLAWFUL CAMPING AND EXCESSIVE STORAGE OF PERSONAL PROPERTY ON PUBLIC PROPERTY AT SEPTEMBER 25, 2025 CITY COUNCIL MEETING.

13. MAYOR'S REPORT**14. COUNCILMEMBERS' REPORTS****15. CONSENT CALENDAR**

25-00615 APPROVAL OF CLAIMS

25-00835 SET PUBLIC HEARING— CONSIDER REMOVAL OF LMC 5.05.010 PARAGRAPH 17 (HOSPITAL & RELATED INSTITUTION B&O TAX EXEMPTION)

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON OCTOBER 9, 2025, AS THE DATE AND TIME FOR A PUBLIC HEARING TO CONSIDER REMOVAL OF LMC 5.05.010 PARAGRAPH 17 (HOSPITAL & RELATED INSTITUTION B&O TAX EXEMPTION)

- 25-00839 SET CLOSED RECORD PUBLIC HEARING FOR PLANNING COMMISSION
RECOMMENDATION FOR THE 48TH AVENUE PLANNED UNIT DEVELOPMENT (PUD)
SUBDIVISION.

RECOMMENDED ACTION:

MOTION TO SET A CLOSED RECORD PUBLIC HEARING OCTOBER 9TH, 2025

16. **CITY MANAGER'S REPORT**

- 25-00834 FIRE PROTECTION DISTRICT PUBLIC AFFAIRS RFP AWARD

RECOMMENDED ACTION:

MOTION TO APPROVE THE AWARD OF THE FIRE PROTECTION DISTRICT PUBLIC
AFFAIRS REQUEST FOR PROPOSALS (RFP) TO THE SELECTED FIRM, AUTHORIZING
EXPENDITURES OF \$84,000 FOR PROFESSIONAL SERVICES AND UP TO \$100,000
TOTAL TO COVER ADDITIONAL MEDIA, MATERIALS, FLYERS, AND PUBLIC
ENGAGEMENT EXPENSES.

- 25-00836 PRESENTATION AND SET PUBLIC HEARING– CONSIDERATION OF SURPLUS AND
DISPOSAL OF CITY-OWNED PROPERTY – OLD FISHERS LANE WATER TREATMENT
PLANT SITE

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON OCTOBER 9, 2025, AS THE DATE
AND TIME FOR A PUBLIC HEARING FOR CONSIDERATION OF SURPLUS AND
DISPOSAL OF CITY-OWNED PROPERTY – OLD FISHERS LANE WATER TREATMENT
PLANT SITE

- 25-00838 CONSIDERATION OF DECLARING SCHNEIDER LOT (12TH AND HEMLOCK) AS
SURPLUS PROPERTY

RECOMMENDED ACTION:

DIRECT STAFF TO SET A PUBLIC HEARING DATE AND DRAFT A RESOLUTION
DECLARING THE SCHNEIDER LOT AS SURPLUS AND AUTHORIZE OUTREACH TO THE
DOWNTOWNERS ASSOCIATION, DOWNTOWN ADVISORY COMMITTEE, AND
POTENTIALLY IMPACTED BUSINESSES AND RESIDENTS.

- 25-00765 HOPE VILLAGE RFP COMMITTEE REVIEW AND COUNCIL CONSIDERATION OF
FUTURE OPERATIONS

RECOMMENDED ACTION:

RECEIVE THE COMMITTEE'S REPORT AND STAFF RECOMMENDATION; AND PROVIDE
DIRECTION TO STAFF ON NEXT STEPS, INCLUDING IMPLEMENTATION OF THE
RECOMMENDED PLAN FOR FACILITY OPERATIONS BEYOND SEPTEMBER 30, 2025

17. **MISCELLANEOUS**

18. **EXECUTIVE SESSION**

- 25-00861 POTENTIAL LITIGATION PER RCW 42.30.110(1)(i)

19. **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, SEPTEMBER 25, 2025 – 6:00 P.M. IMMEDIATELY FOLLOWING THE WORKSHOP

THURSDAY, OCTOBER 9, 2025 – 6:00 P.M.

NEXT SPECIAL COUNCIL WORKSHOP:

THURSDAY, SEPTEMBER 25, 2025 – 5:00 P.M. –LEGISLATIVE WORKSHOP WITH LEGISLATORS AND LOBBYIST



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Minutes

City Council

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Council Member Ruth Kendall
Council Member Angie Wean
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Council Member Erik Halvorson*

Tuesday, August 26,
2025

6:00 PM

2nd Floor, City Hall

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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**

25-00783 LARRY RUSSELL, SHEKINAH CHRISTIAN CENTER

After the invocation provided by Larry Russell of Shekinah Christian Center, the flag salute was recited.

3. **ROLL CALL**

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

Staff Present: City Manager Jennifer Wills, Interim City Attorney Charlotte Archer, City Clerk Tiffany Ostreim, Public Works Director/Assistant City Manager Chris Collins, Community & Economic

Development Director Nick Little, Police Chief Robert Huhta, Human Resources Director Sabrina Fraidenburg, Fire Chief Brad Hannig, Public Information Officer Angela Abel, Information Technology Director Mike Sullivan, Finance Director Lisa Wolff

4. **WORKSHOP**

25-00710 HOSWWA STRATEGIC PLAN UPDATE (APPROXIMATELY 60 MINUTES)

Managing Principal of Lead to Results Kelly Rupp presented HOSWWA Strategic Plan Demographics. Chief Executive Officer of Housing Opportunities of SW Washington Jennifer Westerman presented HOSWWA 2025 Update.

The Council took a ten-minute break at 6:55 p.m. because of audio difficulties. At 7:06 p.m. the Council reconvened.

Council discussed the presentations.

5. **APPROVAL OF MINUTES**

25-00611 AUGUST 12, 2025 REGULAR MEETING

A motion was made by Councilmember Kendall, seconded by Councilmember Halvorson, to approve the August 12, 2025 Regular Meeting Minutes. The motion carried unanimously.

6. **CHANGES TO THE AGENDA**

A motion was made by Councilmember Young, seconded by Councilmember LaFave, to pull Resolution No. 2575 from the Consent Calendar for separate consideration and take it up under Ordinances and Resolutions after Resolution No. 2574. The motion carried unanimously.

7. **PRESENTATIONS & AWARDS**

8. **CONSTITUENTS' COMMENTS - NON-AGENDA ITEMS (Thirty Minutes)**

Jason Still provided public comment.

Ray Von Tongeren provided public comment.

Derek Fine provided public comment and handouts.

9. **PUBLIC HEARINGS**

25-00669 CLOSED RECORD PUBLIC HEARING ON PLANNING COMMISSION RECOMMENDATION FOR THE SIRES CROSSING SUBDIVISION

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO GRANT APPROVAL OF PLANNING COMMISSION RECOMMENDATION FOR THE SIRES CROSSING SUBDIVISION

Interim City Attorney Charlotte Archer read the disclosures of the quasi-judicial hearing. All council members participated in the hearing.

Community Development Planner Irene Rutikanga, presented.

Council discussed the presentation.

Community Development Director Nick Little and Assistant City Manager/Public Works Director Chris Collins provided clarification on easements and variances.

Mayor Boudreau opened and closed the public hearing at 7:52 p.m.

A motion was made by Councilmember Halvorson, seconded by Councilmember LaFave, to grant approval of Planning Commission recommendation for the Sires

Crossing Subdivision based on the findings and conclusions in the staff report and subject to approval of the requested variance of Lot 1. The motion carried unanimously.

10. CONSTITUENTS' COMMENTS - AGENDA ITEMS (Thirty Minutes)

Chief Executive Officer of Peacehealth, Kendall Sawa, provided public comment on B&O taxes.

Dean Takko provided public comment on B&O taxes.

Jason Still provided public comment on B&O taxes.

Anne Bennett provided public comment on B&O taxes.

11. BOARD & COMMISSION RECOMMENDATIONS

25-00766 REVENUE COMMITTEE RECOMMENDATION FOR HOSPITAL EXEMPTION REMOVAL FOR B&O TAXES

RECOMMENDED ACTION:

DIRECT STAFF TO FINALIZE ORDINANCE LANGUAGE REPEALING LMC 5.05.110(17) AND SET A PUBLIC HEARING

Assistant City Manager/Public Works Director Chris Collins presented the Revenue Committee's recommendation.

Council discussed the presentation.

A motion was made by Councilmember Wallis, seconded by Councilmember Wean, to direct staff to finalize ordinance language repealing LMC 5.05.110(17) and set a public hearing November 6 and final adoption November 20 instead of October 9 and October 23 and an effective date of January 1, 2026.

Council discussed the motion.

City Manager Jennifer Wills and Assistant City Manager/Public Works Director Chris Collins commented on collection of taxes and amount.

An amendment was made by Councilmember Halvorson, seconded by Councilmember Wallis to add an effective date of July 1, 2026.

Councilmember Wallis revised her motion to set a public hearing November 13 and final adoption November 20.

The amendment to set an effective date of July 1, 2026 carried by the following vote:

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

Nays: Councilmember Wean.

A motion was made by Councilmember Halvorson, seconded by Councilmember Young, to suspend the rules and take public comment on the subject. The motion carried unanimously.

Jason Still provided public comment.

The main motion as amended to set a public hearing November 13 and final adoption November 20 and an effective date of July 1, 2026 failed by the following vote:

Ayes: Councilmember Wallis, Mayor Boudreau

Nays: Councilmember Young, Councilmember LaFave, Councilmember Halvorson, Councilmember Kendall, Councilmember Wean

A motion was made by Councilmember Young, seconded by Mayor Boudreau, to direct staff to finalize ordinance language repealing LMC 5.05.110(17) and set a public hearing October 9 and final adoption October 23 and an effective date of July 1, 2026 passed by the following vote:

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

LaFave

Nays: Councilmember Wean, Councilmember Halvorson, Councilmember Kendall

12. ORDINANCES & RESOLUTIONS

25-00767 RESOLUTION NO. 2574 - REPEALING RESOLUTION NO. 2380 AND REVISING THE PROCEDURES FOR THE USE OF THE SMALL PUBLIC WORKS ROSTER, CONSULTANT SERVICES ROSTER, AND VENDOR ROSTER FOR AWARDED CONTRACTS AND PROCURING GOODS AND SERVICES

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2574.

Assistant City Manager/Public Works Director Chris Collins explained the Small Works Roster process.

A motion was made by Councilmember Kendall, seconded by Councilmember Young, to adopt Resolution No. 2574.

City Manager Jennifer Wills stated they will be working with our Public Information Officer to reach out to local contractors.

The motion carried unanimously.

25-00770 RESOLUTION NO. 2575 - AUTHORIZING THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT WITH THE LONGVIEW SCHOOL DISTRICT AND THE KELSO SCHOOL DISTRICT TO JOINTLY LAUNCH AND OPERATE [MYCOWLITZ.COM](https://mycowlitz.com)

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2575

Public Information Officer Angela Abel presented.

Council discussed the presentation.

A motion was made by Councilmember Wean, seconded by Councilmember Kendall, to adopt Resolution No. 2575.

The motion failed by the following vote:

Ayes: Councilmember Wean, Councilmember Kendall, Councilmember Wallis

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

13. MAYOR'S REPORT

Mayor Boudreau provided a verbal report.

14. COUNCILMEMBERS' REPORTS

Councilmember Wallis provided a verbal report. Requested the Protocol Manual be brought back.

City Manager Jennifer Wills requested a process the council wanted to address the manual.

Council discussed.

A motion was made by Councilmember Halvorson, seconded by Councilmember LaFave to adjourn the meeting. The motion failed by the following report:

Ayes: Councilmember LaFave

Nays: Councilmember Young, Councilmember Wean, Councilmember Wallis, Councilmember Kendall, Councilmember Halvorson, Mayor Boudreau

15. CONSENT CALENDAR

A motion was made by Councilmember Kendall, seconded by Councilmember Wallis, to adopt the remainder of the Consent Calendar. The motion carried by the following vote:

Ayes: Councilmember Kendall, Councilmember Wallis, Councilmember Young, Councilmember LaFave, Councilmember Wean, Mayor Boudreau

Nays: Councilmember Halvorson

25-00612 APPROVAL OF CLAIMS**25-00771 SET OPEN RECORD PUBLIC HEARING FOR ZONING AND COMPREHENSIVE PLAN MAP AMENDMENTS FOR FISHERS LANE PROPERTY****RECOMMENDED ACTION:**

MOTION TO SET A PUBLIC HEARING SEPTEMBER 25TH, 2025 FOR THE PROPOSED REZONE AND COMPREHENSIVE PLAN AMENDMENT(S) OF THE CITY-OWNED PROPERTY ON FISHERS LANE

25-00782 RESOLUTION NO. 2576 - CONTRACT EXTENSION WITH MOTOROLA SOLUTIONS**RECOMMENDED ACTION:**

MOTION TO ADOPT RESOLUTION NO. 2575

16. CITY MANAGER'S REPORT

City Manager Jennifer Wills provided a verbal report.

25-00768 POLICE DEPARTMENT 2024 ANNUAL REPORT

Police Chief Huhta presented the Police Department 2024 Annual Report.

25-00781 RESOLUTION 2561 TASK FORCE UPDATE

Police Chief Robert Huhta presented the Resolution 2561 Task Force Update.

17. MISCELLANEOUS**18. EXECUTIVE SESSION****25-00751 COLLECTIVE BARGAINING PER RCW 42.30.140(4)(a)**

The City Council, City Manager Jennifer Wills, Interim City Attorney Charlotte Archer, Human Resources Director Sabrina Fraidenburg and Fire Chief Brad Hannig entered Executive Session at 10:07 p.m. pursuant to RCW 42.30.140(4)(a) Collective Bargaining for a period of 10 minutes. Executive Session was continued for 5 minutes. At 10:29 p.m. all parties came out of Executive Session. No action was taken.

19. ADJOURNMENT

The meeting was adjourned at 10:32 p.m.

*Tiffany Ostreim
City Clerk*

*Approved: _____
Mayor*

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, SEPTEMBER 11, 2025 – 6:00 P.M.

THURSDAY, SEPTEMBER 25, 2025 – 6:00 P.M. IMMEDIATELY FOLLOWING THE WORKSHOP

NEXT SPECIAL COUNCIL WORKSHOP:

THURSDAY, SEPTEMBER 4, 2025 - 6:00 P.M. - OPIOID SETTLEMENT FUNDS

THURSDAY, SEPTEMBER 25, 2025 – 5:00 P.M. – LEGISLATIVE WORKSHOP WITH LEGISLATORS AND LOBBYIST



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Minutes

City Council

*Mayor Spencer Boudreau
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Council Member MaryAlice Wallis
Council Member Keith Young
Council Member Erik Halvorson*

Thursday, September 4,
2025

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, September 4, 2025 at 6:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

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Webinar ID: 823 9413 2374

1. **CALL TO ORDER**

Mayor Boudreau called the special meeting/workshop to order at 6:00 p.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, Fire Chief Brad Hannig, Information Technology Director Mike Sullivan, Finance Director Lisa Wolff

4. WORKSHOP

25-00773 OPIOID SETTLEMENT FUNDS (APPROXIMATELY 1 HOUR)

City Manager Jennifer Wills explained the opioid funds. Approved uses include: treatment, support in treatment and recovery, connection to resources, address needs of involved persons, address needs of pregnant or parenting women and their families, prevent over-prescribing and ensure appropriate prescribing and dispensing, prevent misuse, prevent overdose deaths, first responders, leadership, planning, coordination, training and research. Collected funds to date are \$1,091,181.44 and anticipate an additional \$1,686,363.79 for a total collection amount of \$2,777,545.23. Additional settlements are anticipated.

Police Chief Robert Huhta recommended using funds for: the continuation of the Crisis Response Specialist position, Therapeutic Court Case Manager position, and funding training for BHU members.

Fire Chief Brad Hannig recommended using funds for: implementation of Dark Horse Analytics Response Module and Risk Module.

Council discussed the staff recommendations.

Sarah Hancock, Community Prevention Coordinator for ESD 112, provided public comment and a handout on Project Towards No Drug Abuse.

Frank Morrison, Chief Executive Director of Community House and Chief Executive Officer of CORE Health, provided public comment.

Jennifer Leach, WSU Extension, provided public comment.

5. ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Tiffany Ostreim
City Clerk

Approved: _____
Mayor

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, SEPTEMBER 11, 2025 – 6:00 P.M.

THURSDAY, SEPTEMBER 25, 2025 – 6:00 P.M. IMMEDIATELY FOLLOWING THE WORKSHOP

NEXT SPECIAL COUNCIL WORKSHOPS:

THURSDAY, SEPTEMBER 25, 2025 – 5:00 P.M. – LEGISLATIVE WORKSHOP WITH LEGISLATORS AND LOBBYIST

THURSDAY, OCTOBER 2, 2025 - 6:00 P.M. - DUTCH ELM PRESENTATION

Proclamation

City of Longview, Washington

CONSTITUTION WEEK SEPTEMBER 17-23, 2025

WHEREAS, September 17, 2025, marks the two hundred and thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week,

NOW, THEREFORE I, Spencer Boudreau, by the virtue of the authority vested in me as Mayor of the City of Longview, in the State of Washington, do hereby proclaim the week of September 17th through 23rd as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

In witness whereof, I have
hereunto set my hand and caused
the seal of the City of Longview to
be affixed this 11th day of
September 2025.

Spencer Boudreau, Mayor



City of Longview

Agenda Summary

PUBLIC WORKS SUBCOMMITTEE RECOMMENDATION – REALLOCATION OF GOLF COURSE PROJECT FUNDS TO NEW CAPITAL IMPROVEMENT PROJECTS BY REDIRECTING \$415,000 OF THE \$450,000 PREVIOUSLY BUDGETED FOR THE MINT VALLEY GOLF COURSE SIDING AND ROOFING PROJECT.

RECOMMENDED ACTION:

MOTION TO APPROVE THE PUBLIC WORKS SUBCOMMITTEE RECOMMENDATION TO THE FOUR CAPITAL IMPROVEMENT PROJECTS IDENTIFIED.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management.
Enhance public safety and emergency response.

SUMMARY STATEMENT:

The City previously allocated \$450,000 in local funds for the siding and roofing improvements at Mint Valley Golf Course. Since that time, the City has received a Cowlitz County grant covering the full cost of the project. The original local allocation is therefore no longer required for the golf course work.

The Public Works Subcommittee reviewed this matter and recommends that the freed-up funds be redirected to the following priority CIP projects:

1. Fire Chief Vehicle – \$60,000
2. LPD Parking Lot Structure (Band-Aid Repair) – \$60,000
3. Archie Anderson Restroom Replacement – \$275,000
4. Clubhouse/Restaurant Furniture – \$20,000

This reallocation advances several pressing infrastructure and facility needs across City departments without requiring new revenue sources.

FINANCIAL SUMMARY:

- Original local allocation (Golf Course siding/roofing): \$450,000
- Fully funded by: Cowlitz County Grant
- Funds available for reallocation: \$450,000
- Recommended distribution:
 - Fire Chief Vehicle: \$60,000
 - LPD Parking Lot Structure (Band-Aid): \$60,000
 - Archie Anderson Restroom Replacement: \$275,000
 - Clubhouse/Restaurant Furniture: \$20,000

Unallocated Balance Remaining: \$35,000

STAFF CONTACT:

Chris Collins, Public Works Director/ Asst City Manager

Attachments: None



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

AGENDA TITLE: ORDINANCE NO. 3565 – AMENDING CHAPTER 5.05.110(24) “THRESHOLD EXEMPTION” OF THE LONGVIEW MUNICIPAL CODE

DATE: September 11, 2025

COUNCIL STRATEGIC INITIATIVE ADDRESSED:
Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The proposed update brings the City’s business license ordinance into compliance with the state-mandated 2026 Model Threshold, effective January 1, 2026. This requirement stems from legislation adopted in 2017 (RCW 35.90), which directed all cities with business licenses to adopt uniform model provisions to simplify compliance for businesses operating across multiple jurisdictions.

The primary change in the 2026 update is an increase in the minimum threshold for out-of-city businesses, raising it from \$2,000 to \$4,000 in annual gross receipts. In addition, beginning in 2030, the state-mandated threshold will automatically adjust every four years to reflect cumulative inflation, calculated using the Consumer Price Index (CPI-U) Western Region, with increases capped at 5% annually or 20% over four years, whichever is lower, and rounded to the nearest \$100 for ease of administration.

Cities that issue business licenses are required to adopt the updated model threshold by January 1, 2026, to remain in compliance with state law.

RECOMMENDED ACTION:
Motion to adopt Ordinance No. 3565

STAFF CONTACT:
Finance Director, Lisa Wolff

ORDINANCE NO. 3565

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING CHAPTER 5.05.110(24) "THRESHOLD EXEMPTION" OF THE LONGVIEW MUNICIPAL CODE, REGULATING BUSINESS AND OCCUPATION TAX IN LONGVIEW WASHINGTON.

WHEREAS, the State Legislative session adopted in 2017 (RCW 35.90), directed all cities with business licenses to adopt uniform model provisions to simplify compliance for businesses operating across multiple jurisdictions; and

WHEREAS, the state-mandated 2026 model threshold increases the minimum threshold for out-of-city businesses from \$2,000 to \$4,000 in annual gross receipts; and

WHEREAS, in 2030, the state-mandated threshold will automatically adjust every four years to reflect cumulative inflation, calculated using the Consumer Price Index (CPI-U) Western Region, with increases capped at 5% annually or 20% over four years, whichever is lower, and rounded to the nearest \$100 for ease of administration; and

WHEREAS, cities that issue business licenses are required to adopt the updated model threshold by January 1, 2026, to remain in compliance with state law.

NOW THEREFORE, the City Council of the City of Longview do ordain as follows:

Section 1. That Chapter 5.05.110(24) "THRESHOLD EXEMPTION" of the Longview Municipal Code shall be, and is hereby amended to read as follows; provided; manifest and numbering errors shall be corrected prior to publication:

5.05.110 Exemptions.

(1) Public Utilities. This chapter shall not apply to any person in respect to a business activity with respect to which tax liability is specifically imposed under the provisions of Chapter 5.06 LMC.

(2) Investments – Dividends from Subsidiary Corporations. This chapter shall not apply to amounts derived by persons, other than those engaging in banking, loan, security, or other financial businesses, from investments or the use of money as such, and also amounts derived as dividends by a parent from its subsidiary corporations.

(3) Employees.

(a) This chapter shall not apply to any person in respect to the person's employment in the capacity as an employee or servant as distinguished from that of an independent contractor. For the purposes of this subsection, the definition of "employee" shall include those persons that are defined in the Internal Revenue Code, as hereafter amended.

(b) A booth renter is an independent contractor for purposes of this chapter.

(4) Amounts Derived from Sale of Real Estate. This chapter shall not apply to gross proceeds derived from the sale of real estate. This, however, shall not be construed to allow an exemption of amounts received as commissions from the sale of real estate, nor as fees, handling charges, discounts, interest or similar financial charges resulting from, or relating to, real estate transactions.

(5) Mortgage Brokers' Third-Party Provider Services Trust Accounts. This chapter shall not apply to amounts received from trust accounts to mortgage brokers for the payment of third-party costs if the accounts are operated in a manner consistent with RCW 19.146.050 and any rules adopted by the director of financial institutions.

(6) Amounts Derived from Manufacturing, Selling or Distributing Motor Vehicle Fuel. This chapter shall not apply to the manufacturing, selling, or distributing of motor vehicle fuel, as the term "motor vehicle fuel" is defined in RCW 82.38.020, and exempt under RCW 82.38.280; provided, that any fuel not subjected to the state fuel excise tax, or any other applicable deduction or exemption, will be taxable under this chapter.

(7) Amounts Derived from Liquor, and the Sale or Distribution of Liquor. This chapter shall not apply to liquor as defined in RCW 66.04.010 and exempt in RCW 66.08.120.

(8) Accommodation Sales. This chapter shall not apply to sales for resale by persons regularly engaged in the business of making retail sales of the type of property so sold to other persons similarly engaged in the business of selling such property where (a) the amount paid by the buyer does not exceed the amount paid by the seller to the vendor in the acquisition of the article, and (b) the sale is made as an accommodation to the buyer to enable the buyer to fill a bona fide existing order of a customer or is made within 14 days to reimburse in kind a previous accommodation sale by the buyer to the seller.

(9) Taxes Collected as Trust Funds. This chapter shall not apply to amounts collected by the taxpayer from third parties to satisfy third-party obligations to pay taxes such as the retail sales tax, use tax, and admission tax.

(10) Taxes Imposed by Other Code Provisions. This chapter shall not apply to any person in respect to a specific business activity herein enumerated and for which a tax liability is specifically imposed by other chapters of this code and amendments of re-enactments thereof, the specific purpose of which is to regulate and/or tax the following enumerated activities:

- (a) Admission tax (Chapter 3.04 LMC);
- (b) Taxicab business (Chapter 5.80 LMC);
- (c) Auctions and closing-out sales (jewelry) (Chapter 5.12 LMC);
- (d) Pool or billiard tables (Chapter 5.24 LMC);
- (e) Carnivals, street fairs and circuses (Chapters 5.28 and 5.32 LMC);
- (f) Dances and dance halls (Chapter 5.44 LMC);
- (g) Skill games (Chapter 5.76 LMC);
- (h) Gambling (Chapter 5.84 LMC);
- (i) Utilities (Chapter 5.06 LMC).

(11) This chapter shall not apply to any person in respect to insurance business upon which a tax based on gross premiums is paid to the state; provided, however, that the provisions of this subsection shall not exempt any person engaging in the business of representing any insurance company, whether as a general or local agent or acting as broker for such company; and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to gross income derived from the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

(12) This chapter shall not apply to any fruits, vegetables, berries, butter, eggs, fish, milk, poultry, meats, or any farm produce or edibles raised, caught, produced or manufactured and sold by any farmer or gardener.

(13) This chapter shall not apply to any persons in respect to the business of conducting boxing contests and sparring and/or wrestling matches and exhibitions for the conduct of which a license must be secured from the State Athletic Commission.

(14) This chapter shall not apply to any person with respect to the business of conducting race meets for the conduct of which a license must be secured from the State Horse Racing Commission.

(15) This chapter shall not apply to fraternal benefit societies or fraternal fire insurance associations, as described in RCW Title 48; nor to the beneficiary corporations or societies organized under and existing by virtue of RCW Title 24, if such beneficiary corporations or societies provide in their bylaws for the payment of death benefits. Exemption is limited, however, to gross income from premiums, fees, assessments,

dues or other charges directly attributable to the insurance or death benefits provided by such societies, associations or corporations.

(16) This chapter shall not apply to amounts derived as compensation for services rendered or to be rendered to patients by a hospital, as defined in Chapter 70.41 RCW, devoted to the care of human beings with respect to the prevention or treatment of disease, sickness or suffering, when such hospital is operated by the United States or any of its instrumentalities, or by the state, or any of its political subdivisions.

(17) This chapter shall not apply to amounts derived as compensation for services rendered to patients by a hospital, as defined in Chapter 70.41 RCW, which is operated as a nonprofit corporation, nursing homes and homes for unwed mothers operated as religious or charitable organizations, but only if no part of the net earnings received by such an institution inures, directly or indirectly, to any person other than the institution entitled to exemption hereunder. In no event shall any such exemption be allowed, unless the hospital building is entitled to exemption from taxation under property tax laws of the state.

(18) This chapter shall not apply to credit unions organized under the laws of the state or the United States.

(19) This chapter shall not apply to gross sales or gross income received by nonprofit organizations from the operation of "sheltered work shops." The term "sheltered work shops," as used herein, shall be deemed to have the same meaning as set forth in RCW 82.04.385, as the same now exists or may hereafter be amended.

(20) This chapter shall not apply to amounts or value paid or contributed to any political subdivision of the state, or municipal or quasi-municipal corporation of the state, representing payments of special assessments or installments thereof and interests and penalties thereon, charges in lieu of assessments, or any other charges, payments or contributions representing a share of the cost of capital facilities constructed or to be constructed or for the retirement of obligations and payment of interest thereon issued for capital purposes. Service charges shall not be included in this exemption even though used wholly or in part for capital purposes.

(21) This chapter shall not apply to amounts in respect to a business conducted only from a temporary booth or shelter, pursuant to a permit issued in accordance with Resolution No. 1562 of the city of Longview, and any future amendments thereto, and for the duration of such permit only.

(22) This chapter shall not apply to the following activities:

(a) Rummage sales, bake sales, and sales of other merchandise and commodities and/or services conducted by nonprofit, charitable, religious or eleemosynary organizations possessing a current ruling or determination letter of

exemption from the Internal Revenue Service of the United States Government, a copy of which shall be filed with the finance department.

(b) Sales of secondhand merchandise, conducted from residences, and designated as “garage sales,” “estate sales,” “yard sales,” and/or “moving sales”; provided, however, that no such sales shall be conducted for more than 20 days during any calendar year nor more than four successive days per sales event.

(c) In order to be exempt under this subsection, the sales described in this subsection (22) shall comply with the following:

(i) No such sale events shall commence prior to 8:00 a.m., and no such sale events shall continue beyond 9:00 p.m.;

(ii) Not more than four residences shall combine merchandise in the conduct of such sales;

(iii) No goods or merchandise shall be offered for sale at such sales which do not consist of goods or merchandise owned and used by the persons conducting the sales, and of a type customarily and usually found within a residential setting. No merchandise may be brought to and/or sold from the site of such sales from any place other than a place which would qualify for exemption under this subsection;

(iv) The conduct of and advertising for such sales events shall comply with all of the provisions of LMC 10.40.060 (relating to advertising materials and signs), LMC 11.40.070 (relating to use of sidewalks and parking strips), Chapter 12.04 LMC (relating to advertising structures), and Chapter 16.13 LMC (relating to signs and posters);

(v) Any sale not exempt under this subsection and any sale conducted in violation of this subsection shall comply with all of the other provisions of this chapter.

(23) Insurance Business. This chapter shall not apply to amounts received by any person who is an insurer or their appointed insurance producer upon which a tax based on gross premiums is paid to the state pursuant to RCW 48.14.020, and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to gross income derived from the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

(24) Threshold Exemption. To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license, and/or license fee requirements as outlined in this chapter:

(a) Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$4,000 and who does not maintain a place of business within the City shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory license requirements or activities that require a specialized permit.

(b) Beginning January 1, 2030, and every four years thereafter, the threshold amount shall be automatically adjusted for cumulative inflation based on the Consumer Price Index-U (CPI-U) Western Region for June of each year compared to the previous four years, capped at 5% per year or 20% for the four-year period, rounded to the nearest \$100.

Section 2. That nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 3. That the City of Longview City Clerk is hereby ordered and directed to cause this Ordinance to be published.

Section 4. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 5. This Ordinance shall be in full force and effect January 1, 2026, as required by law.

Passed by the City Council this ____ day of _____, 2025.

Approved by the Mayor this ____ day of _____, 2025.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

James Goodman
Senior Assistant City Attorney

Published: _____

ORDINANCE NO. 3565

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING CHAPTER 5.05.110(24) "THRESHOLD EXEMPTION" OF THE LONGVIEW MUNICIPAL CODE, REGULATING BUSINESS AND OCCUPATION TAX IN LONGVIEW WASHINGTON.

WHEREAS, the State Legislative session adopted in 2017 (RCW 35.90), directed all cities with business licenses to adopt uniform model provisions to simplify compliance for businesses operating across multiple jurisdictions; and

WHEREAS, the state-mandated 2026 model threshold increases the minimum threshold for out-of-city businesses from \$2,000 to \$4,000 in annual gross receipts; and

WHEREAS, in 2030, the state-mandated threshold will automatically adjust every four years to reflect cumulative inflation, calculated using the Consumer Price Index (CPI-U) Western Region, with increases capped at 5% annually or 20% over four years, whichever is lower, and rounded to the nearest \$100 for ease of administration; and

WHEREAS, cities that issue business licenses are required to adopt the updated model threshold by January 1, 2026, to remain in compliance with state law.

NOW THEREFORE, the City Council of the City of Longview do ordain as follows:

Section 1. That Chapter 5.05.110(24) "THRESHOLD EXEMPTION" of the Longview Municipal Code shall be, and is hereby amended to read as follows; provided; manifest and numbering errors shall be corrected prior to publication:

5.05.110 Exemptions.

(1) Public Utilities. This chapter shall not apply to any person in respect to a business activity with respect to which tax liability is specifically imposed under the provisions of Chapter 5.06 LMC.

(2) Investments – Dividends from Subsidiary Corporations. This chapter shall not apply to amounts derived by persons, other than those engaging in banking, loan, security, or other financial businesses, from investments or the use of money as such, and also amounts derived as dividends by a parent from its subsidiary corporations.

(3) Employees.

(a) This chapter shall not apply to any person in respect to the person's employment in the capacity as an employee or servant as distinguished from that of an independent contractor. For the purposes of this subsection, the definition of "employee" shall include those persons that are defined in the Internal Revenue Code, as hereafter amended.

(b) A booth renter is an independent contractor for purposes of this chapter.

(4) Amounts Derived from Sale of Real Estate. This chapter shall not apply to gross proceeds derived from the sale of real estate. This, however, shall not be construed to allow an exemption of amounts received as commissions from the sale of real estate, nor as fees, handling charges, discounts, interest or similar financial charges resulting from, or relating to, real estate transactions.

(5) Mortgage Brokers' Third-Party Provider Services Trust Accounts. This chapter shall not apply to amounts received from trust accounts to mortgage brokers for the payment of third-party costs if the accounts are operated in a manner consistent with RCW 19.146.050 and any rules adopted by the director of financial institutions.

(6) Amounts Derived from Manufacturing, Selling or Distributing Motor Vehicle Fuel. This chapter shall not apply to the manufacturing, selling, or distributing of motor vehicle fuel, as the term "motor vehicle fuel" is defined in RCW 82.38.020, and exempt under RCW 82.38.280; provided, that any fuel not subjected to the state fuel excise tax, or any other applicable deduction or exemption, will be taxable under this chapter.

(7) Amounts Derived from Liquor, and the Sale or Distribution of Liquor. This chapter shall not apply to liquor as defined in RCW 66.04.010 and exempt in RCW 66.08.120.

(8) Accommodation Sales. This chapter shall not apply to sales for resale by persons regularly engaged in the business of making retail sales of the type of property so sold to other persons similarly engaged in the business of selling such property where (a) the amount paid by the buyer does not exceed the amount paid by the seller to the vendor in the acquisition of the article, and (b) the sale is made as an accommodation to the buyer to enable the buyer to fill a bona fide existing order of a customer or is made within 14 days to reimburse in kind a previous accommodation sale by the buyer to the seller.

(9) Taxes Collected as Trust Funds. This chapter shall not apply to amounts collected by the taxpayer from third parties to satisfy third-party obligations to pay taxes such as the retail sales tax, use tax, and admission tax.

(10) Taxes Imposed by Other Code Provisions. This chapter shall not apply to any person in respect to a specific business activity herein enumerated and for which a tax liability is specifically imposed by other chapters of this code and amendments of re-enactments thereof, the specific purpose of which is to regulate and/or tax the following enumerated activities:

- (a) Admission tax (Chapter 3.04 LMC);
- (b) Taxicab business (Chapter 5.80 LMC);
- (c) Auctions and closing-out sales (jewelry) (Chapter 5.12 LMC);
- (d) Pool or billiard tables (Chapter 5.24 LMC);
- (e) Carnivals, street fairs and circuses (Chapters 5.28 and 5.32 LMC);
- (f) Dances and dance halls (Chapter 5.44 LMC);
- (g) Skill games (Chapter 5.76 LMC);
- (h) Gambling (Chapter 5.84 LMC);
- (i) Utilities (Chapter 5.06 LMC).

(11) This chapter shall not apply to any person in respect to insurance business upon which a tax based on gross premiums is paid to the state; provided, however, that the provisions of this subsection shall not exempt any person engaging in the business of representing any insurance company, whether as a general or local agent or acting as broker for such company; and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to gross income derived from the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

(12) This chapter shall not apply to any fruits, vegetables, berries, butter, eggs, fish, milk, poultry, meats, or any farm produce or edibles raised, caught, produced or manufactured and sold by any farmer or gardener.

(13) This chapter shall not apply to any persons in respect to the business of conducting boxing contests and sparring and/or wrestling matches and exhibitions for the conduct of which a license must be secured from the State Athletic Commission.

(14) This chapter shall not apply to any person with respect to the business of conducting race meets for the conduct of which a license must be secured from the State Horse Racing Commission.

(15) This chapter shall not apply to fraternal benefit societies or fraternal fire insurance associations, as described in RCW Title 48; nor to the beneficiary corporations or societies organized under and existing by virtue of RCW Title 24, if such beneficiary corporations or societies provide in their bylaws for the payment of death benefits. Exemption is limited, however, to gross income from premiums, fees, assessments,

dues or other charges directly attributable to the insurance or death benefits provided by such societies, associations or corporations.

(16) This chapter shall not apply to amounts derived as compensation for services rendered or to be rendered to patients by a hospital, as defined in Chapter 70.41 RCW, devoted to the care of human beings with respect to the prevention or treatment of disease, sickness or suffering, when such hospital is operated by the United States or any of its instrumentalities, or by the state, or any of its political subdivisions.

(17) This chapter shall not apply to amounts derived as compensation for services rendered to patients by a hospital, as defined in Chapter 70.41 RCW, which is operated as a nonprofit corporation, nursing homes and homes for unwed mothers operated as religious or charitable organizations, but only if no part of the net earnings received by such an institution inures, directly or indirectly, to any person other than the institution entitled to exemption hereunder. In no event shall any such exemption be allowed, unless the hospital building is entitled to exemption from taxation under property tax laws of the state.

(18) This chapter shall not apply to credit unions organized under the laws of the state or the United States.

(19) This chapter shall not apply to gross sales or gross income received by nonprofit organizations from the operation of "sheltered work shops." The term "sheltered work shops," as used herein, shall be deemed to have the same meaning as set forth in RCW 82.04.385, as the same now exists or may hereafter be amended.

(20) This chapter shall not apply to amounts or value paid or contributed to any political subdivision of the state, or municipal or quasi-municipal corporation of the state, representing payments of special assessments or installments thereof and interests and penalties thereon, charges in lieu of assessments, or any other charges, payments or contributions representing a share of the cost of capital facilities constructed or to be constructed or for the retirement of obligations and payment of interest thereon issued for capital purposes. Service charges shall not be included in this exemption even though used wholly or in part for capital purposes.

(21) This chapter shall not apply to amounts in respect to a business conducted only from a temporary booth or shelter, pursuant to a permit issued in accordance with Resolution No. 1562 of the city of Longview, and any future amendments thereto, and for the duration of such permit only.

(22) This chapter shall not apply to the following activities:

(a) Rummage sales, bake sales, and sales of other merchandise and commodities and/or services conducted by nonprofit, charitable, religious or eleemosynary organizations possessing a current ruling or determination letter of

exemption from the Internal Revenue Service of the United States Government, a copy of which shall be filed with the finance department.

(b) Sales of secondhand merchandise, conducted from residences, and designated as “garage sales,” “estate sales,” “yard sales,” and/or “moving sales”; provided, however, that no such sales shall be conducted for more than 20 days during any calendar year nor more than four successive days per sales event.

(c) In order to be exempt under this subsection, the sales described in this subsection (22) shall comply with the following:

(i) No such sale events shall commence prior to 8:00 a.m., and no such sale events shall continue beyond 9:00 p.m.;

(ii) Not more than four residences shall combine merchandise in the conduct of such sales;

(iii) No goods or merchandise shall be offered for sale at such sales which do not consist of goods or merchandise owned and used by the persons conducting the sales, and of a type customarily and usually found within a residential setting. No merchandise may be brought to and/or sold from the site of such sales from any place other than a place which would qualify for exemption under this subsection;

(iv) The conduct of and advertising for such sales events shall comply with all of the provisions of LMC 10.40.060 (relating to advertising materials and signs), LMC 11.40.070 (relating to use of sidewalks and parking strips), Chapter 12.04 LMC (relating to advertising structures), and Chapter 16.13 LMC (relating to signs and posters);

(v) Any sale not exempt under this subsection and any sale conducted in violation of this subsection shall comply with all of the other provisions of this chapter.

(23) Insurance Business. This chapter shall not apply to amounts received by any person who is an insurer or their appointed insurance producer upon which a tax based on gross premiums is paid to the state pursuant to RCW 48.14.020, and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to gross income derived from the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

(24) Threshold Exemption. To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license, and/or license fee requirements as outlined in this chapter:

(a) Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$24,000 and who does not maintain a place of business within the City shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory license requirements or activities that require a specialized permit.

(b) Beginning January 1, 2030, and every four years thereafter, the threshold amount shall be automatically adjusted for cumulative inflation based on the Consumer Price Index-U (CPI-U) Western Region for June of each year compared to the previous four years, capped at 5% per year or 20% for the four-year period, rounded to the nearest \$100.

Section 2. That nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 3. That the City of Longview City Clerk is hereby ordered and directed to cause this Ordinance to be published.

Section 4. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 5. This Ordinance shall be in full force and effect January 1, 2026, as required by law.

Passed by the City Council this ____ day of _____, 2025.

Approved by the Mayor this ____ day of _____, 2025.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

James Goodman
Senior Assistant City Attorney

Published: _____



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

AGENDA TITLE: Ordinance Amending LMC Chapter 7.29

DATE: September 11, 2025

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Preserve and enhance neighborhoods
Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The City of Longview seeks to balance the need for clean, safe, and accessible public spaces with compassion and support for individuals experiencing homelessness. The use of public areas for camping and excessive storage of personal property has created health, safety, and accessibility concerns. These issues include blocked sidewalks, unsanitary conditions to include human waste left in doorways and public spaces, fire risks, and obstructions that interfere with public use and emergency response.

The proposed ordinance updates sections of LMC Chapter 7.29 to:

- Clarify areas where camping and storage of personal property are prohibited.
- Define “excessive storage” of personal property, including bulky items and associated hazards.
- Provide authority for the removal of personal property associated with violations, in accordance with applicable legal standards.
- Ensure that City regulations remain consistent with constitutional requirements and state law while protecting public health and safety.

RECOMMENDED ACTION: Consider adoption of Ordinance # 3567 amending Longview Municipal Code (LMC) Chapter 7.29 to address unlawful camping and excessive storage of personal property on public property at September 25, 2025 City Council Meeting.

STAFF CONTACT: Police Chief Robert Huhta

Chapter 7.29

CAMPING AND STORAGE OF PERSONAL PROPERTY IN PUBLIC PLACES

Sections:

7.29.001 Findings.

7.29.002 Purpose.

7.29.003 Operating hours and areas not open to public.

7.29.005 Areas not open to public – Violation.

7.29.010 Unlawful camping on public property.

7.29.020 Storage of personal property in public places.

7.29.030 Erecting permanent or temporary structures on public property or public rights-of-way.

7.29.040 Definitions.

7.29.050 Penalty for violations.

7.29.060 Hosted homeless encampments.

7.29.070 Permits.

7.29.001 Findings.

People camping and storing personal property on public property and on public rights-of-way, such as streets, sidewalks and alleys, are engaged in conduct which creates a public health and safety hazard due to interference with use of the rights-of-way, and the lack of proper utility and/or sanitary facilities in those places. People without sanitary facilities have urinated, defecated, and littered on public property and on the public rights-of-way. Use of public property for camping purposes or storage of personal property interferes with the city's ability to conduct routine operations such as mowing, leaf blowing, sweeping and irrigation, and with the rights of others to use the areas for which they were intended. Camping in the City Hall parking lot and in front of entrances to City Hall impairs its function as the city's emergency operations center. (Ord. 3417 § 3, 2019).

7.29.002 Purpose.

It is the purpose of this chapter to prevent harm to the health and safety of the public and to promote the public health, safety and general welfare by keeping public streets and other public property readily accessible to the public and to prevent use of public property for camping purposes or storage of personal property which interferes with the city's ability to conduct routine operations such as mowing, leaf blowing, sweeping and irrigation and with the rights of others to use the areas for which they were intended. (Ord. 3417 § 3, 2019).

7.29.003 Operating hours and areas not open to public.

In light of the need to preserve public access to City Hall, and in light of the need to protect access to the City Hall as the city's emergency operations center, City Hall grounds and parking lots are closed to the public on all legal holidays and between the hours of 10:00 p.m. and 6:00 a.m. Monday through Thursday and between the hours of 10:00 p.m. Thursday through 6:00 a.m. Monday. This closure shall not apply to city employees or emergency responders on the property for official business purposes. (Ord. 3417 § 3, 2019).

7.29.005 Areas not open to public – Violation.

In addition to a violation of other applicable law, it is also a violation of this chapter to enter or remain on any property under the jurisdiction of the city when the area is not open to the public. (Ord. 3417 § 3, 2019).

7.29.010 Unlawful camping on public property.

(1) ~~It~~~~During the hours of 6:30 a.m. to 9:30 p.m., it~~ is a violation of this chapter for any person to camp or to store personal property, including camp facilities (other than vehicles) and camp paraphernalia, in the following areas except as otherwise provided by ordinance or as provided in LMC 7.29.070:

- (a) Any park; or
- (b) Any publicly owned or maintained land, parking lot, or other publicly owned or maintained area, whether improved or unimproved; provided, however, that streets shall be regulated as provided in subsection (3) of this section; or
- (c) Any median; or
- (d) Any public right-of-way adjacent to any park.

~~(2) During the hours of 6:30 a.m. to 9:30 p.m., it shall be unlawful for any person to camp, store personal property, occupy camp facilities for purposes of habitation, or use camp paraphernalia in any city street, except as otherwise provided by ordinance or as provided in LMC 7.29.070.~~

~~(23)~~ During the hours of 6:30 a.m. to 9:30 p.m., it shall be unlawful for any person to occupy a vehicle for the purpose of camping while that vehicle is parked in the following areas, except as otherwise provided by ordinance or as provided in LMC 7.29.070:

- (a) Any park; or
- (b) Any street; or

(c) Any publicly owned or maintained parcel, parking lot or other publicly owned or maintained area, whether improved or unimproved.

(4) During the hours of 9:30 p.m. to 6:30 a.m., it is a violation of this chapter for any person to camp or to store personal property, including camp facilities and camp paraphernalia, in the following areas except as otherwise provided by ordinance or as provided in LMC [7.29.070](#):

(a) Any park; or

(b) Any median; or

(c) Any public right-of-way adjacent to any park. (Ord. 3494 § 1, 2023; Ord. 3417 § 3, 2019; Ord. 3146 § 1, 2010).

7.29.020 Storage of personal property in public places.

(1) It shall be unlawful for any person to engage in the excessive storage of personal property, including but not limited to bulky items, camp facilities, and camp paraphernalia, on public property, except as otherwise provided by the Longview Municipal Code or as permitted pursuant to LMC [7.29.070](#).

(2) Any personal property associated with a violation of this provision may be removed by the city and such personal property ~~should~~^{shall} be treated ~~and held~~ as evidence in accordance with all applicable laws governing the handling, retention and release of evidence. (Ord. 3564 § 2, 2025; Ord. 3417 § 3, 2019; Ord. 3146 § 1, 2010).

7.29.030 Erecting permanent or temporary structures on public property or public rights-of-way.

(1) It shall be unlawful to erect, install, place, leave, or set up any type of permanent or temporary fixture or structure of any material(s) in or upon public property or right-of-way without a permit or other authorization from the city.

(2) In addition to other remedies provided by law, such an obstruction is hereby declared to be a public nuisance. The director of public works, director of community development, chief of police, or his/her designee may summarily abate any such obstruction, or the obstruction may be abated as prescribed in Chapter [1.33](#) LMC.

(3) The provisions of this section do not apply to those items specifically provided for in other sections of this chapter.

(4) The provisions of this section do not apply to depositing material in a public right-of-way for less than three hours, unless the material is deposited with the intent to interfere with free passage or it blocks or attempts to block or interfere with any person(s) using the right-of-way.

(5) The director of public works can promulgate policies to carry out this section. (Ord. 3417 § 3, 2019; Ord. 3146 § 1, 2010).

7.29.040 Definitions.

The following definitions are applicable in this chapter unless the context otherwise requires:

(1) “Bulky item” means any item, with the exception of an operational bicycle or operational walker, crutch or wheelchair, that is too large to fit into a 55-gallon container with the lid closed, including, but not limited to, a shed, structure, nonoperational bicycle, nonoperational walker, nonoperational wheelchair, mattress, couch, chair, other furniture or appliance. A container with a volume of no more than 55 gallons used by an individual to hold his or her personal property shall not in itself be considered a bulky item.

(2) “Camp” means any place that has been used or occupied as a temporary place to live, for any length of time, as evidenced by a camp facility being pitched, erected or otherwise constructed, used, or occupied for the purposes of human habitation, and/or by the use of camp paraphernalia, litter, trash, waste, and garbage, as well as any other factors that support the location being used as a camp. This definition is not intended to apply to individuals using a day use recreational area for the limited time such day use recreational area is open to the public.

(3) “Camp facilities” include, but are not limited to, tents, tarps, huts, cardboard boxes, temporary shelters, or vehicles, including, but not limited to, recreational vehicles, if said vehicle is being used as temporary living quarters.

(4) “Camp paraphernalia” includes, but is not limited to, tarpaulins, cots, bedding, sleeping bags, blankets, mattresses, mats, hammocks or non-city-designated cooking facilities or fire and/or similar equipment.

(5) “Excessive storage” means storage of personal property on public property that:

(a) Occupies more than 55 gallons or seven cubic feet (e.g., equivalent to a large garbage can);

(b) Obstructs roads, sidewalks, building entrances, or emergency access routes; or

(c) Creates health, fire, or sanitation hazards, including but not limited to biohazard, rodent infestation, accumulation of waste, or fire.

(d) Interferes with the ordinary and/or permitted uses of the public space by others.

(6) "Garbage" means that as defined in Chapter 16.30 LMC.

(7) "Homeless encampment" means an unpermitted camp of homeless people that has existed for more than seven consecutive days.

(8) "Host agency" means the owner of the property, being a religious institution or other organization, that joins a sponsoring agency in an application for a temporary use permit for providing basic services and support to hosted homeless encampment residents, such as hot meals, coordination of other needed donations and services, etc.

(9) "Hosted homeless encampment" means an emergency homeless encampment, hosted by a church or other organization, which provides temporary housing to homeless persons.

(10) "Litter" means that as defined in Chapter 16.30 LMC.

(11) "Median" means the area between opposing lanes of traffic, excluding turn lanes. Medians in urban and suburban areas can be defined by pavement markings, raised medians, or islands to separate motorized and non-motorized road users. (U.S. DOT Federal Highway Administration.)

(12) "Owner" means a person that has legal title of ownership of the real property or RV and, for all other purposes, the possession of an item.

(13) "Park" means and includes all public parks, public squares, golf courses, bathing beaches, and play and recreation grounds within the city limits, regardless of ownership, and includes all city ball fields, trails, and all city leased or rented schools or private property when the same is being used for public recreation.

(14) "Public property" means all publicly owned, maintained, or controlled property.

(15) "Right-of-way" means a strip of land intended for ingress and egress for traffic and/or placement of utilities, levees and drainage facilities and vegetation.

(16) "Recreational vehicle" or "RV" means a vehicular-type unit primarily designed for recreational camping or travel use that has its own motive power or is mounted on or towed by another vehicle. These units include travel trailers, fifth-wheel trailers, folding camping trailers, truck campers, motor homes, watercraft, and any combinations or variations thereof.

(17) "Sidewalk" means a concrete walk for pedestrian use outside the building lot line of any property owner and constructed for use by the general public.

(18) "Sponsoring agency" means an organization that joins in an application with a host agency for a temporary use permit and assumes responsibility for providing basic services and support to residents of a hosted homeless encampment, such as hot meals, coordination of other needed donations and services, etc.

(19) "Store," "stored," "storing" or "storage" means to put personal property aside or accumulate for use when needed, to put for safekeeping, and/or to place or leave on public property. Moving personal property to another location in a public area or, after removal, moving or returning personal property to the same area of public property within 72 hours, shall be considered storing and shall not be considered to be removing the personal property from public property. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation or other authorization by the city or state is stored with the permission of the city or state on real property that is owned or controlled by the city.

(20) "Street" means any publicly owned improved thoroughfare or right-of-way dedicated, condemned or otherwise acquired by the public for use as such, which affords the primary means of access to abutting properties.

(21) "Tent" means a shelter of canvas or strong cloth, tarp, nylon, plastic or other synthetic material, stretched over and supported by wood or other framework, or by any manner of rope or line; this includes commercial or noncommercial tents.

(22) "Trash" means that as defined in Chapter 16.30 LMC.

(23) "Waste" means that as defined in Chapter 16.30 LMC.

(24) "Watercraft" means any boat, vessel, or other craft used for navigation on or through water. (Does not include kayaks or canoes.) (Ord. 3564 § 3, 2025; Ord. 3545 § 1, 2024; Ord. 3494 § 2, 2023; Ord. 3417 § 3, 2019; Ord. 3146 § 1, 2010).

ORDINANCE NO. 3567

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LONGVIEW, WASHINGTON, PERTAINING TO UNLAWFUL
CAMPING AND EXCESSIVE STORAGE OF PERSONAL
PROPERTY ON PUBLIC PROPERTY; AMENDING LONGVIEW
MUNICIPAL CODE SECTIONS 7.29.020 AND 7.29.040

WHEREAS, the City Council of Longview seeks to balance the need for clean and safe public spaces with compassion for individuals experiencing homelessness by providing outreach, shelter, and supportive services while discouraging unlawful camping in areas not intended for habitation;

WHEREAS, the City finds that the unauthorized storage of personal property in public spaces has proliferated, creating significant health, safety, and accessibility concerns for residents, businesses, and public agencies; and

WHEREAS, the presence of unattended and stored personal property in excessive quantities on sidewalks, streets, parks, and other public rights-of-way interferes with the use of these public spaces and contributes to the accumulation of trash, infestation, and obstruction of pedestrian and emergency access; and

WHEREAS, the City seeks to maintain clean, safe, and accessible public spaces while balancing the rights of individuals, including unhoused persons, to lawfully use public spaces;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings. It is the intent of the Longview City Council that the recitals set forth above are hereby adopted and incorporated as findings in support of this Ordinance.

Section 2. Amendment.

7.29.010 7.29.010 Unlawful camping on public property.

(1) It is a violation of this chapter for any person to camp or to store personal property, including camp facilities (other than vehicles) and camp paraphernalia, in the following areas except as otherwise provided by ordinance or as provided in LMC [7.29.070](#):

(a) Any park; or

(b) Any publicly owned or maintained land, parking lot, or other publicly owned or maintained area, whether improved or unimproved; provided, however, that streets shall be regulated as provided in subsection (3) of this section; or

(c) Any median; or

(d) Any public right-of-way adjacent to any park

(2) During the hours of 6:30 a.m. to 9:30 p.m., it shall be unlawful for any person to occupy a vehicle for the purpose of camping while that vehicle is parked in the following areas, except as otherwise provided by ordinance or as provided in LMC [7.29.070](#):

(a) Any park; or

(b) Any street; or

(c) Any publicly owned or maintained parcel, parking lot or other publicly owned or maintained area, whether improved or unimproved.

7.29.020 Storage of personal property in public places.

(1) It shall be unlawful for any person to engage in the excessive storage of personal property, including but not limited to bulky items, camp facilities, and camp paraphernalia, on Public Property, except as otherwise provided by the Longview Municipal Code or as permitted pursuant to LMC 7.29.070.

(2) Any personal property associated with a violation of this provision may be removed by the City and such personal property should be treated as evidence in accordance with all applicable laws governing the handling, retention and release of evidence.

Section 3. Amendment. Longview Municipal Code Section 7.29.040 is hereby amended to read as follows:

7.29.040 Definitions

The following definitions are applicable in this chapter unless the context otherwise requires:

(1) “Bulky item” means any item, with the exception of a constructed tent, operational bicycle or operational walker, crutch or wheelchair, that is too large to fit into a fifty-five gallon container with the lid closed, including, but not limited to, a shed, structure, non-operational bicycle, non-operational walker, non-operational wheelchair, mattress, couch, chair, other furniture or appliance. A container with a volume of no more than fifty-

five gallons used by an individual to hold his or her personal property shall not in itself be considered a bulky item.

(4) “Excessive Storage” means to store of personal property on Public Property that:

- (a) Occupies more than 55 gallons or 7 cubic feet (e.g., equivalent to a large garbage can);
- (b) Obstructs roads, sidewalks, building entrances, or emergency access routes;
- (c) Creates health, fire, or sanitation hazards, including but not limited to biohazard, rodent infestation, accumulation of waste, or fire; or
- (d) Interferes with the ordinary and/or permitted uses of the public space by others.

(13) “Public Property” means all property in which the City or any other governmental entity has a property interest, including easements. The term includes, without limitation, all parks, Piers, Streets, trails, forests, park museums, pools, beaches, open spaces, public squares, public schools and associated athletic facilities, grounds around City or other publicly owned or leased buildings, including, but not limited to, street, sidewalk, parking lots, and any other property in which the City or any other governmental entity has a property interest of any type.

(18) “Store,” “stored,” “storing” or “storage” means to put personal property aside or accumulate for use when needed, to put for safekeeping, and/or to place or leave on Public Property. Moving personal property to another location in a public area or returning personal property to the same block on a daily or regular basis shall be considered storing and shall not be considered to be removing the personal property from Public Property. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation or other authorization by the city or state, is stored with the permission of the city or state on real property that is owned or controlled by the city.

Section 4. Corrections. Upon approval of the city attorney, the city clerk and the codifiers of this ordinance are authorized to make necessary technical corrections to this ordinance, including, without limitation, the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

Section 5. Severability. If any provision of this Ordinance is found to be invalid or unconstitutional, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

Section 6. Publication. This Ordinance shall be published by an approved summary consisting of the title. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

Section 7. Effective Date. This ordinance shall take effect and be in full force five (5) days after its passage and publication as required by law.

PASSED by the City Council of the City of Longview, Washington, at a regular meeting thereof this ____ day of _____, 2025.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney



City of Longview

Agenda Summary

APPROVAL OF CLAIMS

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

SECOND HALF AUGUST 2025 ACCOUNTS PAYABLE: \$2,348,195.68

SECOND HALF AUGUST 2025 PAYROLL:

\$437,543.40, checks
\$1,031,645.27, direct deposits
\$883,462.49, wire transfers
\$2,352,651.16 Total

STAFF CONTACT:

Lindy Kennedy, Accountant
Sara Rios, Payroll Specialist

Attachments: None



City of Longview

Agenda Summary

SET PUBLIC HEARING– CONSIDER REMOVAL OF LMC 5.05.010 PARAGRAPH 17 (HOSPITAL & RELATED INSTITUTION B&O TAX EXEMPTION)

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON OCTOBER 9, 2025, AS THE DATE AND TIME FOR A PUBLIC HEARING TO CONSIDER REMOVAL OF LMC 5.05.010 PARAGRAPH 17 (HOSPITAL & RELATED INSTITUTION B&O TAX EXEMPTION)

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management.

SUMMARY STATEMENT:

The City's Business & Occupation (B&O) Tax Code currently includes an exemption at LMC 5.05.010, Paragraph 17:

"This chapter shall not apply to amounts derived as compensation for services rendered to patients by a hospital, as defined in Chapter 70.41 RCW, which is operated as a nonprofit corporation, nursing homes and homes for unwed mothers operated as religious or charitable organizations, but only if no part of the net earnings received by such an institution inures, directly or indirectly, to any person other than the institution entitled to exemption hereunder. In no event shall any such exemption be allowed, unless the hospital building is entitled to exemption from taxation under property tax laws of the state."

At prior meetings, the Revenue Committee recommended, and Council directed, that staff bring this matter forward for public input and consideration of removing Paragraph 17 in its entirety to align with current practice among peer jurisdictions and ensure equitable application of B&O taxes.

FINANCIAL SUMMARY:

Removal of the exemption would broaden the B&O tax base. The fiscal impact will depend on gross receipts currently reported as exempt by affected entities currently estimated at \$376,000 annually.

STAFF CONTACT:

Chris Collins, Public Works Director/ Asst City Manager

Attachments: None



City of Longview

Agenda Summary

SET CLOSED RECORD PUBLIC HEARING FOR PLANNING COMMISSION RECOMMENDATION FOR THE 48TH AVENUE PLANNED UNIT DEVELOPMENT (PUD) SUBDIVISION.

RECOMMENDED ACTION:

MOTION TO SET A CLOSED RECORD PUBLIC HEARING OCTOBER 9TH, 2025

COUNCIL INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods

SUMMARY STATEMENT:

At the September 3rd planning commission meeting, the planning commission held an open record public hearing for the 48th Ave Planned Unit Development (PUD) Subdivision. Pursuant to LMC 19.80, the City Council will hold a closed-record public hearing to approve or disapprove the planning commission recommendations for the proposed subdivision.

The proposal is for a 75-lot Zero Lot Line PUD Subdivision located on 8.26 acres of undeveloped properties between 46th Ave and 48th Ave across parcel numbers: 108990100, 109000100, 109010100, 109020100, 109230100, and 109240100. The project site is zoned Traditional Neighborhood Residential (TNR) and is designed to comply with the underlying zoning standards, the PUD standards and zero lot line standards

Access to the subdivision will be provided from the existing public paved roads, 46th Ave and 48th Ave and proposes frontage improvements by the project site on both roads. A new internal public road is proposed to serve the development and connects to both 46th Ave and 48th Ave. The proposed public road will be constructed with 50 feet of right-of-way and 30&24 feet of paved width, including detached 5-foot sidewalks and planter strips.

STAFF CONTACT:

Irene Rutikanga, Planner

Attachments: None



City of Longview

Agenda Summary

FIRE PROTECTION DISTRICT PUBLIC AFFAIRS RFP AWARD

RECOMMENDED ACTION:

MOTION TO APPROVE THE AWARD OF THE FIRE PROTECTION DISTRICT PUBLIC AFFAIRS REQUEST FOR PROPOSALS (RFP) TO THE SELECTED FIRM, AUTHORIZING EXPENDITURES OF \$84,000 FOR PROFESSIONAL SERVICES AND UP TO \$100,000 TOTAL TO COVER ADDITIONAL MEDIA, MATERIALS, FLYERS, AND PUBLIC ENGAGEMENT EXPENSES.

DATE: 09/11/2025

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Preserve and enhance neighborhoods
Strengthen economic conditions & create new opportunities
Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City of Longview issued a Request for Proposals (RFP) for professional public affairs services to support community education and outreach regarding the proposed Fire Protection District. After a competitive evaluation process, staff recommends awarding the RFP to Liz Loomis Communications at a base cost of \$84,000 for services.

In addition to the base award, staff requests authorization to allocate up to \$100,000 total to cover supplemental expenses, including media placement, educational materials, and outreach flyers, which are critical to ensuring broad community understanding of the proposal. This investment will strengthen transparency, support informed public discussion, and help ensure the success of this critical public safety initiative.

RECOMMENDED ACTION:

APPROVE THE AWARD OF THE FIRE PROTECTION DISTRICT PUBLIC AFFAIRS REQUEST FOR PROPOSALS (RFP) TO THE SELECTED FIRM, AUTHORIZING EXPENDITURES OF \$84,000 FOR PROFESSIONAL SERVICES AND UP TO \$100,000 TOTAL TO COVER ADDITIONAL MEDIA, MATERIALS, FLYERS, AND PUBLIC ENGAGEMENT EXPENSES.

STAFF CONTACT:

Brad Hannig, Fire Chief

Attachments:

1. Longview CC 091125 (1)
2. LLPA Overview of Firm 090425.docx (1)

LIZ LOOMIS

PUBLIC AFFAIRS

Longview City
September 1

Our Team and Roles

Liz Loomis, CEO and Founder

Project strategist, national speaker on taxpayer communication, and former elected official at city and state levels. Provides high-level strategy advice and ensures election success.

Susanne Stefani, Communications Director

Project director and content lead with extensive background in education and public sector. Manages project execution and leads content creation.

Contract Staff: Operations Manager, Content Writer, Graphic Designer

With **over 50 years** of experience in strategic, public-sector communication, and a **95% win record**, we partner with agencies to shape and deliver ballot measures, lightening the load for staff and leadership.

Project Approach

PHASE 1

Research and Preparation

- Project assessment
- Intake meeting
 - Share data
 - Build a project team
 - Identify and/or develop communication a
 - Determine systems for approval and diss

Project Approach

PHASE 2

Strategy and Planning

- Develop key messages
- Draft communications plan
- Identify and train spokespeople
- Build coalition

PHASE 3

Implementation

- Execute tactics for message delivery (next slide)
- 24/7 public relations assistance

Community Engagement Strategy

Paid Media: Projects the client pays to produce

- Newsletters, direct mail, advertising

Earned Media: Relying on a third party for coverage

- Press releases, letters to the editor, editorial board visits

Shared Media: Messaging shared by the agency and others

- **Public outreach:** board hearings, open houses, community meetings
- **Social media:** Facebook, Instagram, etc.

Owned Media: Client-owned and controlled

- Website, signage, internal memos

Budget Overview

Project cost: **\$84,000** beginning **October 1, 2025**.

The fire department should anticipate expenses for **printing, data, postage charges for direct mail**. This amount cannot be determined until we know mail pieces agreed upon for this project.

In-person meetings, if required, may incur travel expenses, as well.



Longview's Partner in Strategic Communications

At Liz Loomis Public Affairs (LLPA), we are passionate about helping communities like Longview thrive. Since 2000, we've partnered with local governments and public agencies across Washington, Oregon, Idaho, and Montana to engage residents on ballot measures that secure the funding needed to keep essential services strong.

With a 95% election win record, our team brings proven experience along with enthusiasm for this work. In addition to offering strategy and guidance, we gladly take on the logistical load of communication—so that your leadership can stay focused on the community you serve.

Our Team and Experience

- **Liz Loomis, CEO and Founder** – Project strategist, former elected official, state and national speaker on taxpayer communication
- **Susanne Stefani, Communications Director** – Project director and content lead; extensive background in education leadership and crisis communication
- **Contract Staff** – Operations, graphic design, and content writing

Together, we have more than 50 years of public-sector communications experience. We understand the responsibility that comes with asking residents to make decisions at the ballot, and we are proud of the trust agencies have placed in us. Each project is personal for us. We care deeply about strengthening public services and safety — and building confidence in local government.

Our Approach

Every city is unique, and Longview deserves a communications plan that reflects its people and priorities. We begin each project with a collaborative intake meeting to identify strengths and opportunities, ensuring we amplify your message in ways that resonate with residents.

Our three-phase process will ensure tailored support for Longview:

1. **Research and Preparation** – Assess Longview's communication assets, develop systems, identify spokespeople
2. **Strategy and Planning** – Craft key messages, design a communication plan, and build coalition support
3. **Implementation** – Execute across paid, earned, shared, and owned media while providing responsive public relations support

From start to finish, we handle the logistics—design, approvals, production, and dissemination—so your staff can stay focused on leading Longview forward.

Connect With Us

We are excited by the prospect of joining Longview on this journey and honored by the chance to contribute to a project that will shape the city's future. Please contact us with questions.

Liz Loomis: 425-308-6236 | liz@llpa.biz

Susanne Stefani: 503-910-7800 | susanne@llpa.biz



City of Longview

Agenda Summary

PRESENTATION AND SET PUBLIC HEARING– CONSIDERATION OF SURPLUS AND DISPOSAL OF CITY-OWNED PROPERTY – OLD FISHERS LANE WATER TREATMENT PLANT SITE

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON OCTOBER 9, 2025, AS THE DATE AND TIME FOR A PUBLIC HEARING FOR CONSIDERATION OF SURPLUS AND DISPOSAL OF CITY-OWNED PROPERTY – OLD FISHERS LANE WATER TREATMENT PLANT SITE

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management.

SUMMARY STATEMENT:

The Old Fishers Lane Water Treatment Plant (FLWTP), originally constructed in 1946 with subsequent upgrades in 1960, 1980, and 1998, served the Longview community for 67 years before being decommissioned. Utilizing American Rescue Plan Act (ARPA) funds, the City completed demolition of the facility at a total cost of \$1,294,860. This effort created a safe, cleared, and marketable property for future redevelopment.

On January 25, 2024, the City hosted a public forum to gather community input on potential future uses of the site. Suggestions included multifamily housing with mixed-use commercial, an upscale restaurant and commercial center, river view condominiums, youth sports complex, hotel, office space, distribution center, microbrewery, community garden, aquatic center, storage, fast food/coffee, dog park, and event center. The property has been appraised at \$680,000. In accordance with RCW 35.94.040, the City must hold a public hearing prior to declaring the property surplus. Additionally, under RCW 39.33.015, the City must receive 100% of market value for any sale, with proceeds allocated to the Water Utility.

FINANCIAL SUMMARY:

The current market appraisal is \$680,000. All proceeds from the sale will be directed to the Water Utility Fund.

STAFF CONTACT:

Chris Collins, Public Works Director/ Asst City Manager

Attachments:

1. Fishers Lane

An aerial photograph of a city area. A wide river flows from the left towards the center. A bridge crosses the river. In the foreground, there's a road with several cars. To the right of the road is a large, dark, irregularly shaped area that looks like a construction site or a large pond. The background shows a city with various buildings and a mountain range under a cloudy sky.

Fishers Lane

10.9.2025

Chris Collins, Public Works Director/ Asst. City Manager

LONGVIEW | **WA**

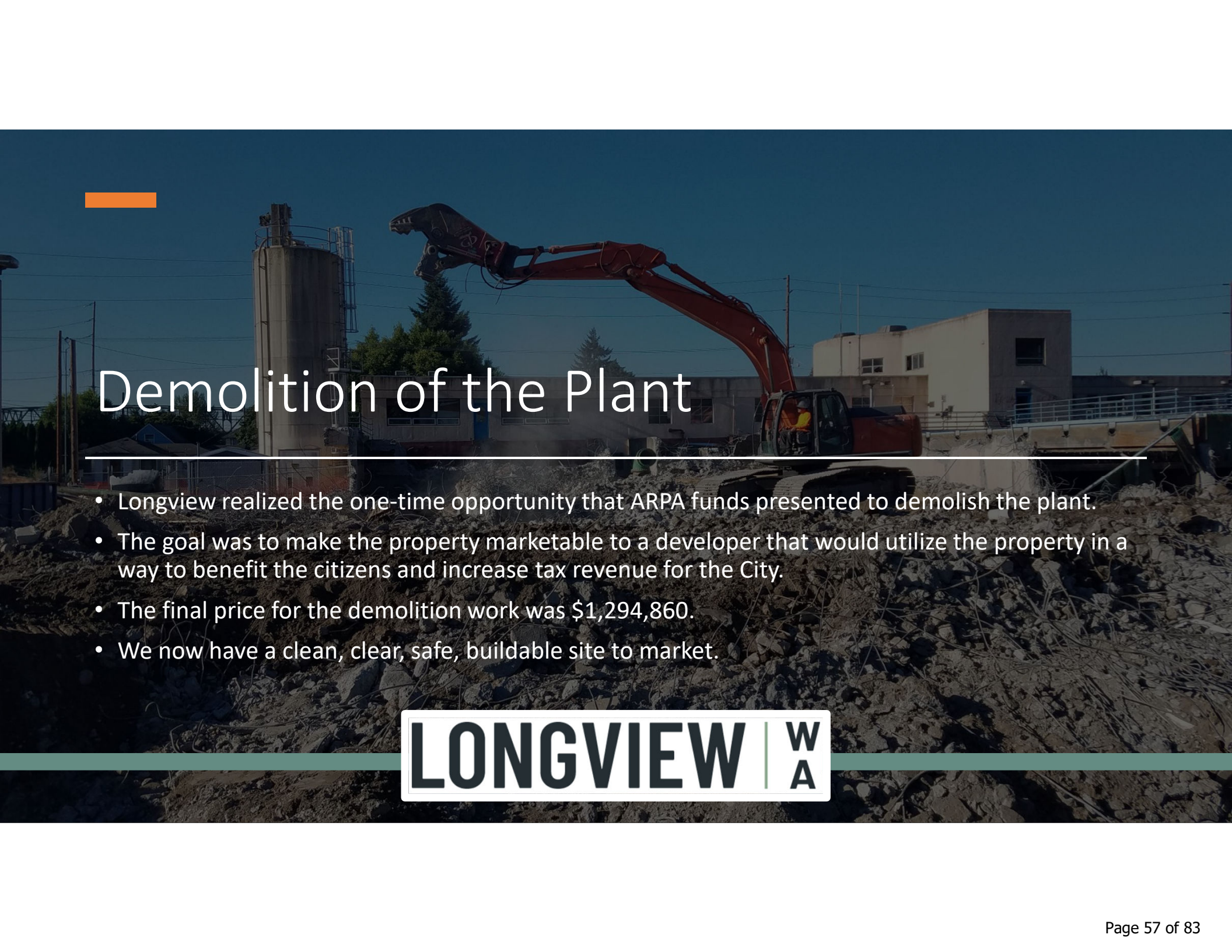


A Little History

- The plant was constructed in 1946
- Capacity Upgrades in 1960 and 1980
- Regulatory upgrades in 1998
- Served our community for 67 years



LONGVIEW | **WA**



Demolition of the Plant

- Longview realized the one-time opportunity that ARPA funds presented to demolish the plant.
- The goal was to make the property marketable to a developer that would utilize the property in a way to benefit the citizens and increase tax revenue for the City.
- The final price for the demolition work was \$1,294,860.
- We now have a clean, clear, safe, buildable site to market.

LONGVIEW | **WA**



Fishers Lane Property Use Forum

- Public engagement is a vital role in deciding what would best fit the community needs and address the concerns of the residents adjacent to the property.
- On January 25, 2024, the City held a community roundtable to discuss the community's wishes for the property with a large turnout.
- Many great suggestions ranging from a large office building to a giant Ferris wheel.

LONGVIEW | **WA**

Results from the Community Forum

1. Multi family housing with mixed use commercial
2. Upscale restaurant and commercial center
3. River view condominium complex
4. Youth sports complex
5. Hotel

Office Space

Community Garden

Fast Food/ Coffee

Distribution Center

Aquatic Center

Dog Park

Micro Brewery

Storage

Event Center



Council Direction

On March 28th 2024
Council received the
results from the
community forum.

Council gave staff
direction to refer
rezoning/ deed restriction
to the planning
commission.

Planning commission has
work on the topic and has
recommended R4 as the
necessary zoning without
deed restrictions.

LONGVIEW | **WA**



Current
Appraisal

•\$680,000

Next Steps

1

Set Public Hearing for
October 9th

2

Hold Public Hearing
then Motion to adopt
Resolution No. 2557
Disposing of the
surplus property.

3

Direct staff to retain a
real-estate broker to
market the property
for sale in accordance
with RCW 39.33.015.

LONGVIEW | **WA**



Questions?

Thank You.

LONGVIEW | **WA**



City of Longview

Agenda Summary

CONSIDERATION OF DECLARING SCHNEIDER LOT (12TH AND HEMLOCK) AS SURPLUS PROPERTY

RECOMMENDED ACTION:

DIRECT STAFF TO SET A PUBLIC HEARING DATE AND DRAFT A RESOLUTION DECLARING THE SCHNEIDER LOT AS SURPLUS AND AUTHORIZE OUTREACH TO THE DOWNTOWNERS ASSOCIATION, DOWNTOWN ADVISORY COMMITTEE, AND POTENTIALLY IMPACTED BUSINESSES AND RESIDENTS.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management.

SUMMARY STATEMENT:

The City of Longview owns 10 public parking lots, with the Schneider Lot at 12th and Hemlock being the largest and least utilized. At prior direction of Council, staff evaluated the potential sale of this lot. Research confirms the City owns nine contiguous lots in this area, deeded to the City between July and October of 1972, through various transfers including Myklebust, Schneider Bros. Hardware, Barret, and Korten. All lots are held as general governmental property.

The property, located within the Downtown Commercial zoning district (LMC 19.44.020), allows for a broad range of uses, including retail sales and service, eating and drinking establishments, lodging, vehicle-related services, amusement/cultural uses, residential, educational, and miscellaneous uses.

The site is approximately 51,900 square feet (1.9 acres). The current tax assessed value is \$360,960. A recent appraisal values the property at \$340,000 (\$6.50 per square foot).

FINANCIAL SUMMARY:

The appraised market value of the property is \$340,000. Any sale would provide one-time general governmental revenue.

STAFF CONTACT:

Nick Little, Community Development Director

Attachments:

1. Lot 79E

Lot 79E

Schneider Lot

12th and Hemlock

September 11, 2025

LONGVIEW | **W**
A

The City has 10 public parking lots.

The largest and least used is the Schneider Lot



Council gave direction to evaluate the sale of the Schneider lot.

- Research found that there are 9 lots total.
- Lots were deeded to the City between July of 1972 and October of 1972.
 - AFN 735987 - Myklebust, Oct. 1972 (lot 3)
 - AFN 734410 - Schneider Bros. Hardware, Aug. 1972 (Lots 4, 5, & 6)
 - AFN 732626 - Barret (Quidboch), Jul. 1972 (Lots 7 & 8)
 - AFN 732936 - Korten, Aug. 1972 (Lots 9 & 10)
 - AFN 732939 - Korten, Aug 1972 (Lot 11)
- All lots are City general governmental owned.

Current Zoning

- Downtown Commercial (LMC 19.44.020)
 - Retail Sales and Service
 - Eating and Drinking Establishments
 - Lodging, Temporary Stay
 - Vehicle sales, renting, service and storage
 - Amusement/ Cultural
 - Residential
 - Education
 - Miscellaneous

Appraisal

- 51,900 square feet (1.9 acres)
- Evaluated the site as a whole.
- Tax assessed value \$360,960
- Appraised value \$340,000 (\$6.50 per square ft.)



LONGVIEW | **W
A**

Possible Next Steps

- Direct Staff to set public hearing and draft a resolution declaring the Schnider lot as surplus.
- Discuss the possible sale with Downtowners association and DAC
- Investigate potential for private/public partnership and/or development agreements as part of sale
- Reach out to possible impacted businesses/ residents
- Hold Public Hearing October 23rd.
- Consider the resolution October 23rd or November 13th.

Questions?



LONGVIEW | **WA**



City of Longview

Agenda Summary

HOPE VILLAGE RFP COMMITTEE REVIEW AND COUNCIL CONSIDERATION OF FUTURE OPERATIONS

RECOMMENDED ACTION:

RECEIVE THE COMMITTEE'S REPORT AND STAFF RECOMMENDATION; AND PROVIDE DIRECTION TO STAFF ON NEXT STEPS, INCLUDING IMPLEMENTATION OF THE RECOMMENDED PLAN FOR FACILITY OPERATIONS BEYOND SEPTEMBER 30, 2025

DATE: September 11, 2025

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place issues
Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City of Longview issued a Request for Proposals (RFP) seeking qualified organizations to operate the Hope Village microhome facility. One proposal was received and reviewed by the RFP committee. The committee conducted interviews, reviewed written materials, and applied the scoring matrix established in the RFP.

Following its review, the committee determined that the proposal did not meet the minimum scoring criteria. As a result, the committee does not recommend awarding the contract to the respondent. Staff concurs with the committee's determination.

The current contract with the Salvation Army for operation of Hope Village will terminate on September 30, 2025. In light of the unsuccessful RFP process, staff and the review committee have developed a recommended plan for the facility's future operations beyond this date.

The purpose of this agenda item is to:

1. Inform Council of the committee's review process and findings;
2. Present staff's recommendation regarding next steps following the unsuccessful RFP; and
3. Review and discuss the recommended plan for the future operation of the Hope Village microhome facility after the current contract ends on September 30, 2025.

RECOMMENDED ACTION:

Receive the committee's report and staff recommendation; and provide direction to staff on next steps, including implementation of the recommended plan for facility operations beyond September 30, 2025.

STAFF CONTACT:

Chris Collins, Public Works Director/Asst City Manager

Attachments:

1. Hope Village

Hope Village RFP Committee Report and Consideration of Future Operations

9.11.2025

LONGVIEW | **W
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Hope Village Expenditures

Total Expenses through September 2022 to July 2025.

• Construction Cost:	\$1,827,259.38
• Operation Cost:	\$3,227,522.17
• Total:	\$5,054,781.55

Hope Village Revenue

Total Revenue to date: \$2,223,109.39

Grant source and name	Grant period of performance	Grant amount	Amount used
Department of Commerce Consolidated Homeless Grant	March 2023-June 2023	\$ 390,119.14	\$ 390,119.94
Department of Commerce (Federal pass through) Emergency Housing Fund	June 2023-July 2024	\$ 588,933.00	\$ 588,933.00
Department of Commerce (Federal pass through) Emergency Housing Fund	June 2024-July 2025	\$ 1,500,000.00	\$ 1,244,056.45

Total City of Longview Contribution: **\$2,831,672.16**



2025 Timeline

January 23rd Council directed staff to start the RFP process for the operation of Hope Village.

March 24th Major Phill informed the City that The Salvation Army would not be responding to any RFP and would not be willing to operate HV after the end of the year. Due to his planned 2026 retirement and staffing issues within The Salvation Army.

March 27th The RFP Committee met to start the process. With 3 meetings April 3rd and April 17th.

2025 Timeline

April 24th Council reviewed the draft RFP and directed staff to publish.

April 24th Council directed staff to conduct an internal review of all expenditures of Hope Village related to the contract. This review is ongoing through the end of the contract.

May 5th the City directed SA to halt all intake unless referred by the City. And asked The Salvation Army to focus all efforts on housing current residents in order to lower the population to aid in a smoother transition.

2025 Timeline

May 5th BHU Started to provide case management at Hope Village.

May 30th the Salvation Army submitted a request to amend the current contract to terminate September 30th instead of November 15th. Which started the negotiation process and legal reviews for the amendments. Which included several modifications that would aid in a smoother transition of the facility.

August 7th The final signed contract amendment was received from The Salvation Army and executed by the City.

August 14th The RFP closed with one proposal.

2025 Timeline

August 20th The Review Committee met and decided to interview the one Respondent.

September 4th The review committee conducted the interview of H.O.P.E. The proposal failed to meet the scoring criteria.

September 5th Audit review status update provided to Council. The process remains ongoing until contract end. SA is reviewing the City's audit findings and has been asked to provide supporting documentation for expenditures.

September 5th the respondent was notified that the city will not be moving forward.

Request for Proposals

- One proposal received.
- HOPE (Holistic Opportunities for Personal Evolution).
- The proposal did not meet the scoring criteria.
- Review committee rejected the proposal.

Transition plan...

- As of tonight, 29 residents remain at Hope Village.
- The Behavioral Health Unit is working closely with and supporting the Salvation Army.
- There is on-going work with several service providers for housing options.
- Residents who have declined assistance are and will be exited from Hope Village.

Transition plan...

- Contingency plans are currently being worked on, but we do not anticipate needing them.
- BHU will continue to work with the individuals in crisis until they are connected to a service provider.
- We are not abandoning anyone who desires help.
- We will continue our 3 "E" approach and implement additional strategies as needed.

Questions?

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