



City of Longview

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

Agenda

City Council

*Mayor Erik Halvorson
Mayor Pro Tem Keith Young
Council Member Chris Bryant
Council Member Mike Claxton
Council Member Ruth Kendall
Council Member Kalei LaFave
Council Member Wayne Nichols*

Thursday, March 12, 2026

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 at least 48 hours in advance if you require special accommodations to attend the meeting.

If you are participating virtually, you may submit written comments to the City Clerk’s Office with the subject line “Public Comment for Disbursement to City Council.”

Virtual attendees may comment verbally during public hearings only and is only permitted for registered attendees. To participate, please contact the Clerk’s Office in advance. Use the “raise hand” feature during the hearing, and the Clerk will unmute participants in the order received. If calling in by phone, dial star - 9 to raise your hand.

<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
26-00179 COLE PRUITT, VALLEY VIEW CHURCH
3. ROLL CALL
4. WORKSHOP
5. APPROVAL OF MINUTES
26-0056 FEBRUARY 26, 2026 REGULAR MEETING MINUTES
6. CHANGES TO THE AGENDA

7. PRESENTATIONS & AWARDS**8. CONSTITUENTS' COMMENTS - NON-AGENDA ITEMS (Thirty Minutes)****9. PUBLIC HEARINGS**

26-00197 ORDINANCE NO. 3572 - AMENDING LMC CHAPTER 15.24.070 AND ADOPTING THE TRRWA DISCHARGE PRETREATMENT POLICY

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3572 AMENDING LONGVIEW MUNICIPAL CODE (LMC) 15.24.070 TO ADOPT BY REFERENCE THE UPDATED THREE RIVERS REGIONAL WASTEWATER AUTHORITY (TRRWA) DISCHARGE PRETREATMENT POLICY.

26-00194 ORDINANCE NO. 3573 - AMENDING LMC CHAPTER 5.08 - AMBULANCE TRANSPORT RATE FOR FIRE-EMS SERVICES

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE 3573 AMENDING LMC CHAPTER 5.08

26-00200 RESOLUTION NO. 2608 - ESTABLISHING AMBULANCE TRANSPORT AND MILEAGE RATES FOR FIRE-EMS SERVICES

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2608

10. CONSTITUENTS' COMMENTS - AGENDA ITEMS (Thirty Minutes)**11. BOARD & COMMISSION RECOMMENDATIONS**

26-00191 PARK AND RECREATION ADVISORY BOARD - 2026 NEIGHBORHOOD PARK GRANT PROGRAM RECOMMENDATIONS

RECOMMENDED ACTION:

MOTION TO APPROVE THE PARK AND RECREATION ADVISORY BOARD'S RECOMMENDATION FOR THE 2025 NEIGHBORHOOD PARK GRANT PROGRAM

26-00196 SECOND DISCUSSION REGARDING DOWNTOWN UNIFORM PARKING PROPOSAL, INCLUDING PATH FORWARD FOR IMPLEMENTATION

RECOMMENDED ACTION:

SEEKING APPROVAL TO IMPLEMENT THE DOWNTOWN UNIFORM PARKING PROPOSAL

12. ORDINANCES & RESOLUTIONS

26-00192 RESOLUTION NO. 2607 - MINT VALLEY GOLF COURSE RATES

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2607

13. MAYOR'S REPORT**14. COUNCILMEMBERS' REPORTS**

15. CONSENT CALENDAR

26-0057 APPROVAL OF CLAIMS

26-00193 RESOLUTION NO. 2609 - AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DARKHORSE EMERGENCY LP FOR DATA ANALYTICS AND PREDICTIVE MODELING SERVICES FOR THE LONGVIEW FIRE DEPARTMENT.

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2609

26-00195 SET PUBLIC HEARING FOR RESCISSION OF THE ELECTRICAL CODE, KNOWN AS CHAPTER 16.24 OF THE LONGVIEW MUNICIPAL CODE

RECOMMENDED ACTION:
MOTION TO SET A PUBLIC HEARING APRIL 9, 2026

26-00198 BID REVIEW – MINT VALLEY PRO SHOP SIDING AND ROOF

RECOMMENDED ACTION:
MOTION TO ACCEPT THE LOW BID AND AWARD TO TMC CONTRACTORS LLC. IN THE AMOUNT OF \$370,422.70

26-00199 PROJECT COMPLETION – TENNANT WAY CORRIDOR TRAFFIC SIGNAL IMPROVEMENTS

RECOMMENDED ACTION:
MOTION TO ACCEPT AS COMPLETE THE TENNANT WAY CORRIDOR TRAFFIC SIGNAL IMPROVEMENTS PROJECT

16. CITY MANAGER'S REPORT

26-00190 LONGVIEW LIBRARY FOUNDATION SPECIAL EVENT PERMIT

17. MISCELLANEOUS18. EXECUTIVE SESSION19. 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, MARCH 26, 2026 – 6:00 P.M.

THURSDAY, APRIL 9, 2026 – 6:00 P.M.

COUNCIL SUMMIT:

FRIDAY, MARCH 13, 2026 - 5:00 - 8:00 P.M.; COWLITZ 911 PUBLIC AUTHORITY, 2790 OCEAN BEACH HWY

SATURDAY, MARCH 14, 2026 - 9:00 A.M. - 2:00 P.M.; COWLITZ 911 PUBLIC AUTHORITY, 2790 OCEAN BEACH HWY



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Minutes

City Council

*Mayor Erik Halvorson
Mayor Pro Tem Keith Young
Council Member Chris Bryant
Council Member Mike Claxton
Council Member Ruth Kendall
Council Member Kalei LaFave
Council Member Wayne Nichols*

Thursday, February 26,
2026

6:00 PM

2nd Floor, City Hall

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Webinar ID: 823 9413 2374

1. CALL TO ORDER

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

2. INVOCATION*/FLAG SALUTE

26-00169 LARRY RUSSELL, KELSO/LONGVIEW MINISTERIAL ASSOCIATION PRESIDENT

After the invocation provided by Larry Russell, Kelso/Longview Ministerial Association President, the flag salute was recited.

3. ROLL CALL

Present: Mayor Halvorson, Mayor Pro Tem Young, Councilmember Bryant, Councilmember Claxton, Councilmember Kendall, Councilmember LaFave, Councilmember Nichols

Staff Present: City Manager Jennifer Wills, Interim City Attorney Charlotte Archer, Public Works Director/Assistant City Manager Chris Collins, Community & Economic Development Director Nick Little, Parks & Recreation Director Justin Brown, Police Chief Robert Huhta, Human Resources Director Sabrina

Fraidenburg, Fire Chief Brad Hannig, Public Information Officer Angela Abel, Information Technology Director Mike Sullivan, City Clerk Tiffany Ostreim

4. **WORKSHOP**

5. **APPROVAL OF MINUTES**

26-0054 **FEBRUARY 12, 2026 REGULAR MEETING MINUTES**

A motion was made by Councilmember Bryant, seconded by Councilmember Kendall, to approve the February 12, 2026 Regular Meeting Minutes. The motion carried unanimously.

6. **CHANGES TO THE AGENDA**

7. **PRESENTATIONS & AWARDS**

26-00151 **THREE RIVERS REGIONAL WASTEWATER AUTHORITY (TRRWA) DISCHARGE PRETREATMENT POLICY**

RECOMMENDED ACTION:
INFORMATION ONLY. NO ACTION REQUESTED.

*Joe Jordan, TRRWA General Manager, presented.
Council discussed the presentation.*

26-00153 **2025 WRAP UP / 2026 COMMUNITY DEVELOPMENT LEGISLATIVE PLAN**

RECOMMENDED ACTION:
PROVIDE DIRECTION ON PRIORITY OF ACTIVITIES

*Community Development Director Nick Little presented.
Council discussed the presentation.*

26-00175 **ROTARY CLUB OF LONGVIEW MARTIN DOCK PROJECT**

*Rotarian Brian Magnuson presented.
Council discussed the presentation and gave support for the Rotary Club to move forward.*

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

*Tom Spain provided public comment.
Anne Bennett provided public comment.
Jason Still provided public comment.
Clint Hash provided public comment.
Misha Freestead provided public comment.
Derek Fine provided public comment.*

9. **PUBLIC HEARINGS**

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

*Jason Still provided public comment.
Strojan Kennison provided public comment.
Tayler Bigley provided public comment.*

11. **BOARD & COMMISSION RECOMMENDATIONS**

26-00167 LODGING TAX ADVISORY COMMITTEE RECOMMENDATION ON CHANGE OF SCOPE FOR USAGE OF 2026 TOURISM FUND AWARD

RECOMMENDED ACTION:

MOTION TO APPROVE THE RECOMMENDATIONS OF THE LODGING TAX ADVISORY COMMITTEE TO AMEND THE SCOPE OF THE LADIES OF THE LAKE QUILT GUILD LODGING TAX TOURISM FUNDING AWARD, ALLOWING A CHANGE IN SCOPE FROM A QUILT SHOW TO A FABRIC AND SEWING SUPPLIES SALE AS EXPLAINED ABOVE AND AS RECOMMENDED BY THE LODGING TAX ADVISORY COMMITTEE

Public Works Director/Assistant City Manager Chris Collins explained the Lodging Tax Advisory Committee recommendation.

A motion was made by Councilmember LaFave, seconded by Councilmember Nichols, to approve the recommendations of the Lodging Tax Advisory Committee to amend the scope of the Ladies of the Lake Quilt Guild Lodging Tax Tourism Funding Award, allowing a change in scope from a Quilt Show to a Fabric and Sewing Supplies Sales as recommended by the Lodging Tax Advisory Committee.

Council discussed the request.

The motion carried unanimously.

26-00166 ACCESSIBILITY ADVISORY COMMITTEE RECOMMENDATIONS ON UPGRADES IN RESTROOMS AT CITY HALL, SENIOR CENTER AND MAC AND FUNDING TO THE ADA-SPECIFIC ELEMENTS INCLUDED IN THE FINAL DESIGN OF THE CLONEY PARK INCLUSIVE PLAYGROUND

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE ALLOCATION UP TO \$93,500 OF THE ACCESSIBILITY ADVISORY COMMITTEE ADA CAPITAL IMPROVEMENT FUND TOWARDS THE UPGRADES IN THE RESTROOMS AT CITY HALL, SENIOR CENTER AND MAC AND THE ADA-SPECIFIC ELEMENTS INCLUDED IN THE FINAL DESIGN OF THE CLONEY PARK INCLUSIVE PLAYGROUND AS RECOMMENDED BY THE ACCESSIBILITY ADVISORY COMMITTEE

Risk Manager Rashelle Douglas presented.

Council discussed the presentation.

A motion was made by Councilmember Kendall, seconded by Councilmember Bryant, to authorize the allocation up to \$93,500 of the Accessibility Advisory Committee ADA Capital Improvement Fund towards the upgrades in the restrooms at City Hall, Senior Center and Mac and the ADA-specific elements included in the final design of the Cloney Park Inclusive Playground as recommended by the Accessibility Advisory Committee. The motion carried unanimously.

12. ORDINANCES & RESOLUTIONS

26-00148 RESOLUTION NO. 2606 - ACCEPTANCE OF WASHINGTON STATE DEPARTMENT OF HEALTH OPIOID OVERDOSE PREVENTION GRANT AND ASSOCIATED INTERLOCAL AGREEMENT

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2606 AUTHORIZING THE CITY MANAGER TO ACCEPT THE WASHINGTON STATE DEPARTMENT OF HEALTH OPIOID OVERDOSE PREVENTION GRANT AND EXECUTE AN ASSOCIATED INTERLOCAL AGREEMENT

Council discussed the grant.

Fire Chief Brad Hannig explained the grant funds.

A motion was made by Councilmember Nichols, seconded by Councilmember Bryant, to suspend the rules and allow public comment. The motion carried unanimously.
Strojan Kennison, Division Chief of EMS for Shoreline Fire Department, explained buprenorphine.

A motion was made by Councilmember LaFave, seconded by Councilmember Young, to adopt Resolution No. 2606.

Council discussed the motion.

The motion carried by the following vote:

Ayes: Councilmember LaFave, Councilmember Young, Councilmember Nichols, Councilmember Bryant, Councilmember Claxton, Councilmember Kendall

Nays: Mayor Halvorson

13. MAYOR'S REPORT

26-00172 RECOGNITION OF VOLUNTEERS SERVING ON BOARDS AND COMMISSIONS FOR TERMS THAT WERE COMPLETED IN 2025

Mayor Halvorson recognized the volunteers serving on Boards and Commissions for terms that were completed in 2025.

26-00147 AUTHORIZATION TO APPLY FOR WASHINGTON STATE AMERICA'S 250 OFFICIAL PARTNERSHIP

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE CITY MANAGER TO SUBMIT THE PARTNERSHIP APPLICATION TO THE WASHINGTON STATE SEMIQUENTCENTENNIAL COMMITTEE TO ENSURE LONGVIEW IS OFFICIALLY REPRESENTED IN THE UPCOMING 2026 CELEBRATIONS

A motion was made by Mayor Halvorson, seconded by Councilmember LaFave, to authorize the City Manager to submit the Partnership Application to the Washington State Semiquentcentennial Committee to ensure Longview is officially represented in the upcoming 2026 celebrations.

Council discussed the motion.

The motion carried unanimously (Councilmember Nichols stepped down from the dais momentarily and did not vote).

14. COUNCILMEMBERS' REPORTS

Councilmember LaFave provided a verbal report.

Councilmember Kendall provided a verbal report.

Mayor Halvorson provided a verbal report.

Councilmember Bryant provided a verbal report.

15. EXECUTIVE SESSION

26-00185 POTENTIAL LITIGATION PER RCW 42.30.110(1)(i)

The City Council, City Manager Jennifer Wills, Interim City Attorney Charlotte Archer, Public Works Director/Assistant City Manager Chris Collins, Police Chief Robert Huhta entered Executive Session at 8:07 p.m. pursuant to RCW 42.30.110(1)(i) Potential Litigation for a period of 10 minutes, until 8:17 p.m. At 8:17 p.m. Executive Session was continued for 10 minutes, until 8:27 p.m. At 8:27 p.m. all parties came out of Executive Session. No action was taken.

16. CONSENT CALENDAR

Councilmember Claxton requested to pull the Contract Award - Award of Real Estate Listing Agreement - Sale of Fishers Lane for separate consideration.

A motion was made by Councilmember Bryant, seconded by Councilmember Kendall, to approve the remainder of the Consent Calendar. The motion carried unanimously.

26-0055 APPROVAL OF CLAIMS

26-00150 SET PUBLIC HEARING FOR AMENDMENTS TO LONGVIEW MUNICIPAL CODE CHAPTER 19.12 APPEAL BOARD OF ADJUSTMENT

RECOMMENDED ACTION:

MOTION TO SET A PUBLIC HEARING FOR MARCH 26, 2026, DURING THE REGULAR CITY COUNCIL MEETING

26-00155 SET PUBLIC HEARING – ORDINANCE NO. 3575 – AMENDING SECTIONS 5.05.040 AND SECTION 5.05.107 OF THE LONGVIEW MUNICIPAL CODE RELATING BUSINESS AND OCCUPATION TAX AND FEES LEVIED; PROVIDING FOR SEVERABILITY AND PUBLICATION; PROVIDING FOR REFERENDUM; AND SETTING AN EFFECTIVE DATE

RECOMMENDED ACTION:

MOTION TO SET A PUBLIC HEARING FOR MARCH 26, 2026, DURING THE REGULAR CITY COUNCIL MEETING, TO CONSIDER ORDINANCE NO. 3575

26-00156 SET PUBLIC HEARING – ORDINANCE NO. 3574 – AMENDING CHAPTER 5.06 OF THE LONGVIEW MUNICIPAL CODE TO APPLY UTILITY TAX UNIFORMLY TO ALL CITY UTILITY CUSTOMERS.

RECOMMENDED ACTION:

MOTION TO SET A PUBLIC HEARING FOR MARCH 26, 2026, DURING THE REGULAR CITY COUNCIL MEETING, TO CONSIDER ORDINANCE NO. 3574

26-00158 SET PUBLIC HEARING – 2026-2031 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND RIVERCITIES TRANSIT PROGRAM OF PROJECTS (POP)

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON MARCH 26, 2026, AS THE DATE AND TIME FOR A PUBLIC HEARING ON THE 2026-2031 SIX-YEAR TIP/POP AMENDMENT

26-00159 PROJECT COMPLETION – 42nd AVE SEWER PUMP STATION REPLACEMENT

RECOMMENDED ACTION:

MOTION TO ACCEPT AS COMPLETE THE 42nd AVE SEWER PUMP STATION REPLACEMENT PROJECT

26-00154 CONTRACT AWARD - AWARD OF REAL ESTATE LISTING AGREEMENT - SALE OF FISHERS LANE PROPERTY

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN EXCLUSIVE AUTHORIZATION TO SELL (LISTING AGREEMENT) WITH PAUL YOUNG, WINDERMERE NORTHWEST LIVING, FOR THE MARKETING AND SALE OF CITY-OWNED PROPERTY LOCATED AT 232 FISHERS LANE

Public Works Director/Assistant City Manager Chris Collins explained the agreement amount.

A motion was made by Councilmember Kendall, seconded by Councilmember Claxton, to

authorize the City Manager to execute an exclusive authorization to sell (Listing Agreement) with

Paul Young, Windermere Northwest Living, for the marketing and sale of city-owned property located at 232 Fishers Lane. The motion carried unanimously.

17. CITY MANAGER'S REPORT

26-00144 MANAGEMENT AGREEMENT FOR THE ROY MORSE SOFTBALL COMPLEX

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE UNITED STATES SPECIALTY SPORTS ASSOCIATION (USSSA)

Parks and Recreation Director Justin Brown explained the agreement.

Council discussed the agreement.

A motion was made by Councilmember LaFave, seconded by Councilmember Nichols, to authorize the City Manager to enter into a contract with the United States Specialty Sports Association (USSSA).

An amendment was made by Councilmember Claxton, seconded by Councilmember Young, to modify the agreement and strike the word "student" from the last sentence in Section 6a.

City Manager Jennifer Wills clarified contract elements.

Council continued to discuss the agreement.

The amendment moved unanimously.

The main motion as amended carried by the following vote:

Ayes: Councilmember LaFave, Councilmember Kendall, Councilmember Claxton, Councilmember Bryant, Councilmember Nichols, Mayor Halvorson

Nays: Councilmember Young

26-00149 WASHINGTON DC FEDERAL DELEGATION DISCUSSION

RECOMMENDED ACTION:

COUNCIL CONCURRENCE FOR WHICH TWO COUNCILMEMBER REPRESENTATIVES WILL ACCOMPANY THE CITY MANAGER AND THE ASSISTANT CITY MANAGER TO WASHINGTON DC FOR THE FEDERAL DELEGATION VISIT MARCH 23-25, 2026

City Manager Jennifer Wills requested concurrence for which two councilmember representatives to accompany the City Manager and the Assistant City Manager to Washington DC for the Federal Delegation Visit March 23-25 2026.

Council concurred for Mayor Halvorson and Mayor Pro Tem Young to attend the Federal Delegation.

26-00157 AMENDMENT NO. TWO TO CONTRACT FOR ANIMAL SHELTER SERVICES – HUMANE SOCIETY FOR SOUTHWEST WASHINGTON

RECOMMENDED ACTION:

MOTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT NO. TWO TO THE CONTRACT FOR ANIMAL SHELTER SERVICES BETWEEN THE CITY OF LONGVIEW AND THE HUMANE SOCIETY FOR SOUTHWEST WASHINGTON.

City Manager Jennifer Wills explained the contract amendment.

A motion was made by Councilmember Kendall, seconded by Councilmember Nichols, to authorize the City Manager to execute Amendment No. Two to the Contract for animal shelter services between the City of Longview and the Humane Society for Southwest Washington. The motion carried unanimously.

26-00178 LETTERS OF SUPPORT TO SENATOR PATTY MURRAY AND SENATOR MARIA CANTWELL FOR GRANT FUNDING TO THE COWLITZ 911 PUBLIC AUTHORITY TO EXPAND ITS FIRST RESPONDER RADIO COMMUNICATIONS NETWORK

City Manager Jennifer Wills explained the letters of support.

Council concurred.

City Manager Jennifer Wills provided a verbal report.

18. **MISCELLANEOUS**

19. **EXECUTIVE SESSION**

26-00177 POTENTIAL LITIGATION PER RCW 42.30.110(1)(i)

The City Council, City Manager Jennifer Wills, Interim City Attorney Charlotte Archer, Assistant City Manager/Public Works Director Chris Collins, Police Chief Robert Huhta entered Executive Session at 8:47 p.m. pursuant to RCW 42.30.110(1)(i) Potential Litigation for a period of 15 minutes, until 9:02 p.m. At 9:02 p.m. Executive Session was continued for 5 minutes, until 9:08 p.m. At 9:09 p.m. all parties came out of Executive Session. No action was taken.

20. **ADJOURNMENT**

The meeting was adjourned at 9:09 p.m.

*Tiffany Ostreim
City Clerk*

*Approved: _____
Mayor*

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, MARCH 12, 2026 – 6:00 P.M.
THURSDAY, MARCH 26, 2026 – 6:00 P.M.

COUNCIL SUMMIT :

FRIDAY, MARCH 13, 2026 – 5:00 P.M. – 8:00 P.M.; COWLITZ 911 PUBLIC AUTHORITY, 2790 OCEAN BEACH HWY
SATURDAY, MARCH 14, 2026 - 9:00 A.M. - 2:00 P.M.; COWLITZ 911 PUBLIC AUTHORITY, 2790 OCEAN BEACH HWY



City of Longview

Agenda Summary

ORDINANCE NO. 3572 - AMENDING LMC CHAPTER 15.24.070 AND ADOPTING THE TRRWA DISCHARGE PRETREATMENT POLICY

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3572 AMENDING LONGVIEW MUNICIPAL CODE (LMC) 15.24.070 TO ADOPT BY REFERENCE THE UPDATED THREE RIVERS REGIONAL WASTEWATER AUTHORITY (TRRWA) DISCHARGE PRETREATMENT POLICY.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place issues.
Provide sustainable water quality & environmental infrastructure

SUMMARY STATEMENT:

The City of Longview is a member entity of the Three Rivers Regional Wastewater Authority (TRRWA), which owns and operates the regional wastewater treatment facility that serves the City’s sewer system. Federal and Washington State law require municipal wastewater utilities to regulate industrial and commercial discharges entering the sanitary sewer system through an approved pretreatment program. The pretreatment program establishes standards that prevent substances from entering the sewer system that could:

- Damage the wastewater treatment plant or sewer infrastructure
- Interfere with treatment processes
- Endanger sewer system workers
- Cause violations of the wastewater discharge permit
- Harm the receiving waters

The City previously adopted the TRRWA Pretreatment Policy by reference into the municipal code. TRRWA adopted an updated policy on January 21, 2026, with an effective date of February 1, 2026. Ordinance No. 3572 updates the City’s code to adopt the revised policy.

Summary of Policy Updates

The updated policy modernizes the existing 2012 pretreatment regulations while maintaining the same regulatory authority and enforcement framework. Key updates include:

Updated discharge limit structure

The policy now uses daily maximum and monthly average limits consistent with Department of Ecology wastewater permits. This improves enforceability and protects long-term treatment capacity.

Revised pollutant limits

Limits for biochemical oxygen demand (BOD), total suspended solids (TSS), and ammonia were recalculated using current treatment plant capacity and operational data to prevent plant overloading and future capital expansion.

Worker safety protections

The policy adds specific discharge screening levels for volatile organic compounds (industrial solvents and fuels) that can create toxic or explosive sewer gases. These provisions improve confined-space safety for sewer maintenance personnel and first responders.

Engineering-based standards

The updated limits are based on a pretreatment limit study evaluating plant loading, removal efficiency, and

future growth, ensuring equitable use of treatment capacity among dischargers.

Effect of the Ordinance

Adoption of the ordinance:

- Incorporates the updated TRRWA Pretreatment Policy into the Longview Municipal Code
- Allows the City to continue issuing and enforcing wastewater discharge permits
- Maintains compliance with the Clean Water Act, Washington Department of Ecology regulations, and the facility's discharge permit
- Protects the wastewater treatment facility, collection system, workers, and the Columbia River

The ordinance does **not** create new taxes or fees and does not change residential sewer service. The regulations apply primarily to industrial and commercial users discharging non-domestic wastewater.

FINANCIAL SUMMARY:

There is no direct fiscal impact associated with the adoption of the ordinance. The pretreatment program is an existing regulatory requirement and is administered within the wastewater utility operations. Maintaining compliance helps avoid regulatory penalties, plant damage, and unplanned capital costs.

STAFF CONTACT:

Chris Collins, Public Works Director/ Asst City Manager

Attachments:

1. Ordinance_3572 City of Longview_CC_Clean
2. Ordinance_3572 City of Longview_CC_Redline

ORDINANCE NO. 3572

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING SECTION 15.24.070 OF THE LONGVIEW MUNICIPAL CODE TO ADOPT BY REFERENCE THE UPDATED THREE RIVERS REGIONAL WASTEWATER AUTHORITY DISCHARGE PRETREATMENT POLICY AND ESTABLISHING ITS APPLICABILITY TO THE CITY OF LONGVIEW WASTEWATER SYSTEM.

WHEREAS, The City of Longview is a member entity of the Three Rivers Regional Wastewater Authority (TRRWA), which operates the regional wastewater treatment facility serving the City; and

WHEREAS, Federal and state law, including the Clean Water Act and Washington State wastewater discharge regulations, require publicly owned treatment works to maintain and enforce an industrial pretreatment program regulating discharges to the sanitary sewer system; and

WHEREAS, The TRRWA Board adopted an updated Three Rivers Regional Wastewater Authority Discharge Pretreatment Policy on January 21, 2026, with an effective date of February 1, 2026; and

WHEREAS, The updated policy establishes standards necessary to protect the wastewater treatment facility, collection system infrastructure, workers, public health, and the receiving waters and to maintain compliance with the Authority’s National Pollutant Discharge Elimination System (NPDES) permit; and

WHEREAS, Adoption of the updated pretreatment policy by reference into the Longview Municipal Code is necessary to ensure the City’s wastewater utility remains in compliance with state and federal regulatory requirements and to allow uniform enforcement within the City’s sewer service area;

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

Section 1. Section 15.24.070 of the Longview Municipal Code is hereby amended to read as follows:

15.24.070 TRRWA discharge pretreatment regulations – Adopted by reference.

That certain document titled “Three Rivers Regional Wastewater Authority Discharge Pretreatment Policy” adopted on January 21, 2026, the effective date of which is February 1, 2026, is hereby adopted as official rules and regulations of the city of Longview setting forth

industrial pretreatment requirements and regulations for discharges into the city’s wastewater system. For purposes of this adoption, “member entity,” as used in that policy, shall mean the city of Longview. Further, subsequent editions of the policy shall become official rules and regulations of the city of Longview as the same are adopted by the Three Rivers Regional Wastewater Authority; provided, however, the subsequent editions shall only become effective upon the new edition being filed with the city clerk. (Ord. 3533 § 1, 2024).

Section 2. 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 3. 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 4. 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 5. Effective Date. This ordinance shall take effect and be in full force on April 1, 2026.

PASSED by the City Council of the City of Longview, Washington, at a regular meeting thereof this ___ day of _____, 2026.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

ORDINANCE NO. 3572

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING SECTION 15.24.070 OF THE LONGVIEW MUNICIPAL CODE TO ADOPT BY REFERENCE THE UPDATED THREE RIVERS REGIONAL WASTEWATER AUTHORITY DISCHARGE PRETREATMENT POLICY AND ESTABLISHING ITS APPLICABILITY TO THE CITY OF LONGVIEW WASTEWATER SYSTEM.

WHEREAS, The City of Longview is a member entity of the Three Rivers Regional Wastewater Authority (TRRWA), which operates the regional wastewater treatment facility serving the City; and

WHEREAS, Federal and state law, including the Clean Water Act and Washington State wastewater discharge regulations, require publicly owned treatment works to maintain and enforce an industrial pretreatment program regulating discharges to the sanitary sewer system; and

WHEREAS, The TRRWA Board adopted an updated Three Rivers Regional Wastewater Authority Discharge Pretreatment Policy on January 21, 2026, with an effective date of February 1, 2026; and

WHEREAS, The updated policy establishes standards necessary to protect the wastewater treatment facility, collection system infrastructure, workers, public health, and the receiving waters and to maintain compliance with the Authority’s National Pollutant Discharge Elimination System (NPDES) permit; and

WHEREAS, Adoption of the updated pretreatment policy by reference into the Longview Municipal Code is necessary to ensure the City’s wastewater utility remains in compliance with state and federal regulatory requirements and to allow uniform enforcement within the City’s sewer service area;

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

Section 1. Section 15.24.070 of the Longview Municipal Code is hereby amended to read as follows:

15.24.070 TRRWA discharge pretreatment regulations – Adopted by reference.

That certain document titled “Three Rivers Regional Wastewater Authority Discharge Pretreatment Policy” adopted on ~~May 9, 2012~~ **January 21, 2026**, the effective date of which is ~~June 27, 2012~~ **February 1, 2026**, is hereby adopted as official rules and regulations of the city of

Longview setting forth industrial pretreatment requirements and regulations for discharges into the city’s wastewater system. For purposes of this adoption, “member entity,” as used in that policy, shall mean the city of Longview. Further, subsequent editions of the policy shall become official rules and regulations of the city of Longview as the same are adopted by the Three Rivers Regional Wastewater Authority; provided, however, the subsequent editions shall only become effective upon the new edition being filed with the city clerk. (Ord. 3533 § 1, 2024).

Section 2. 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 3. 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 4. 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 5. Effective Date. This ordinance shall take effect and be in full force on April 1, 2026.

PASSED by the City Council of the City of Longview, Washington, at a regular meeting thereof this ___ day of _____, 2026.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney



City of Longview

Agenda Summary

ORDINANCE NO. 3573 - AMENDING LMC CHAPTER 5.08 - AMBULANCE TRANSPORT RATE FOR FIRE-EMS SERVICES

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE 3573 AMENDING LMC CHAPTER 5.08

DATE: March 12, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The purpose of this public hearing is to consider Ordinance 3573, which amends LMC Chapter 5.08 of the Longview Municipal Code by removing the ambulance transport and mileage rates for Fire-EMS Services. These rates should be adopted by resolution and apply to basic life support (BLS) and advanced life support (ALS) services and are intended to maintain consistency with rates approved for contracted ambulance providers.

RECOMMENDED ACTION:

Conduct the public hearing and adopt Ordinance No. 3573 updating the LMC Chapter 5.08.

STAFF CONTACT:

Fire Chief Brad Hannig

Attachments:

1. Ordinance 3573
2. Red Line Ordinance 3573

ORDINANCE NO. 3573

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING CHAPTER 5.08.350 OF THE LONGVIEW MUNICIPAL CODE BY REMOVING EMERGENCY MEDICAL SERVICES TRANSPORT FEE AND ADOPTING THROUGH RESOLUTION

WHEREAS, the City of Longview provides and oversees emergency medical services to ensure timely and effective response to medical emergencies within the community. As part of this responsibility, the City Council periodically establishes ambulance transport and mileage rates that serve as the City's official government rates.; and

WHEREAS, establishing clear and current rates ensures transparency, consistency, and alignment with rates approved for contracted ambulance providers. Maintaining consistent government rates supports billing accuracy, regulatory compliance, and uniform application of charges for emergency medical services; and

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

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

Section 2. Amendment

5.08.350 Fire-EMS transport fee imposed.

(1) A resident of the city, or an employee transported from his or her place of employment within the city, who supplies the city with the medical insurance information and documentation needed to bill his or her insurance provider for the fee, and who assigns his or her insurance benefits for the same to the city, shall not be billed for that portion of the fee that is in excess of amounts paid by his or her insurer(s).

(2) A person who does not meet the criteria set forth in subsection (2) of this section, who supplies the city with the medical insurance information and documentation needed to bill his or her insurance provider for the fee, and who assigns his or her insurance benefits for the same to the city, shall be billed for that portion of the fee that is in excess of amounts paid by his or her insurer(s).

(3) A person, regardless of residence or status as an employee within Longview, who does not supply the city with the medical insurance information and documentation needed to bill his or her insurance provider or who fails to assign such benefits to the city because he or she is unwilling, or because he or she does not have any type of insurance coverage for such charges, shall be billed for the entire fee.

(4) The fee herein imposed shall not apply to persons transported by the city's fire department from jurisdictions outside the city's boundaries so long as those jurisdictions do not charge an EMS transport fee.

(5) The use of the term “insurance” or any variation thereof in this section shall include Medicare and Medicaid.

(6) The use of the term “EMS transport” in this section shall mean: transportation by ground ambulance vehicle and the provision of medically necessary supplies and services, including BLS ambulance services as defined by the state (Chapter 18.73 RCW). The ambulance must be staffed by an individual who is qualified in accordance with state and local laws as an emergency medical technician basic (EMT basic). Basic emergency medical technicians perform noninvasive, basic emergency treatment. (Ord. 3214 § 1, 2012).

Section 3. 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 4. 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 5. 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 6. 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 12th day of March, 2026.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Published: _____

5.08.350 Fire-EMS Transport Fee Imposed.

~~(1) All persons receiving emergency medical services transport (“EMS transport”) by the city’s fire department shall be charged and billed an EMS transport fee (“the fee”). The initial fee is set at \$1,439 per ALS transport and \$885.00 per BLS transport plus \$22.00 per mile. The fee shall be adjusted in the future as necessary by resolution of the city council. The city manager or his/her designee shall establish a procedure to bill and collect fees.~~

(21) A resident of the city, or an employee transported from his or her place of employment within the city, who supplies the city with the medical insurance information and documentation needed to bill his or her insurance provider for the fee, and who assigns his or her insurance benefits for the same to the city, shall not be billed for that portion of the fee that is in excess of amounts paid by his or her insurer(s).

(32) A person who does not meet the criteria set forth in subsection (2) of this section, who supplies the city with the medical insurance information and documentation needed to bill his or her insurance provider for the fee, and who assigns his or her insurance benefits for the same to the city, shall be billed for that portion of the fee that is in excess of amounts paid by his or her insurer(s).

(34) A person, regardless of residence or status as an employee within Longview, who does not supply the city with the medical insurance information and documentation needed to bill his or her insurance provider or who fails to assign such benefits to the city because he or she is unwilling, or because he or she does not have any type of insurance coverage for such charges, shall be billed for the entire fee.

(54) The fee herein imposed shall not apply to persons transported by the city’s fire department from jurisdictions outside the city’s boundaries so long as those jurisdictions do not charge an EMS transport fee.

(65) The use of the term “insurance” or any variation thereof in this section shall include Medicare and Medicaid.

(76) The use of the term “EMS transport” in this section shall mean: transportation by ground ambulance vehicle and the provision of medically necessary supplies and services, including BLS ambulance services as defined by the state (Chapter 18.73 RCW). The ambulance must be staffed by an individual who is qualified in accordance with state and local laws as an emergency medical technician basic (EMT basic). Basic emergency medical technicians perform noninvasive, basic emergency treatment. (Ord. 3214 § 1, 2012).



City of Longview

Agenda Summary

RESOLUTION NO. 2608 - ESTABLISHING AMBULANCE TRANSPORT AND MILEAGE RATES FOR FIRE-EMS SERVICES

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2608

DATE: March 12, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Address quality of place issues
Strengthen economic conditions & create new opportunities
Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The City of Longview provides and oversees emergency medical services to ensure timely and effective response to medical emergencies within the community. As part of this responsibility, the City Council periodically establishes ambulance transport and mileage rates that serve as the City's official government rates.

Establishing clear and current rates ensures transparency, consistency, and alignment with rates approved for contracted ambulance providers. Maintaining consistent government rates supports billing accuracy, regulatory compliance, and uniform application of charges for emergency medical services.

The proposed resolution formally establishes rates for Basic Life Support (BLS), Advanced Life Support Level 1 (ALS-1), Advanced Life Support Level 2 (ALS-2), and associated mileage charges.

Formally establishing ambulance transport and mileage rates promotes transparency, ensures consistency in emergency medical billing practices, and supports the continued financial sustainability of Fire-EMS services. These rates help maintain high-quality emergency medical response services for the Longview community.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2608.

STAFF CONTACT:

Fire Chief Brad Hannig

Attachments:

1. RESOLUTION NO

RESOLUTION NO. 2608

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, ESTABLISHING AMBULANCE TRANSPORT AND MILEAGE RATES FOR FIRE-EMS SERVICES.

WHEREAS, the City of Longview provides and oversees emergency medical services for the community; and

WHEREAS, the City Council establishes ambulance transport and mileage rates that serve as the City's official government rates; and

WHEREAS, the City desires consistency between City-established ambulance rates and rates approved for contracted ambulance providers; and

WHEREAS, the City Council finds it necessary and appropriate to formally establish updated ambulance transport and mileage rates for Fire-EMS services.

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

Section 1. Rates Established.

The following ambulance transport and mileage rates are hereby established:

- Emergency BLS: \$1,792.22
- Emergency BLS Mileage: \$29.51 per mile
- Emergency ALS-1: \$1,792.22
- Emergency ALS-1 Mileage: \$29.51 per mile
- Emergency ALS-2: \$1,792.22
- Emergency ALS-2 Mileage: \$29.51 per mile

Section 2. Government Rate.

The rates set forth herein shall serve as the City's official government rates for ambulance services.

Section 3. Effective Date.

This Resolution shall take effect _____.

PASSED by the City Council of the City of Longview, Washington, at a regular meeting thereof held on the ___ day of _____, 2026.

MAYOR

ATTEST:

City Clerk



City of Longview

Agenda Summary

PARK AND RECREATION ADVISORY BOARD - 2026 NEIGHBORHOOD PARK GRANT PROGRAM RECOMMENDATIONS

RECOMMENDED ACTION:

MOTION TO APPROVE THE PARK AND RECREATION ADVISORY BOARD'S RECOMMENDATION FOR THE 2025 NEIGHBORHOOD PARK GRANT PROGRAM

DATE: March 12, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

- Preserve and enhance neighborhoods
- Address quality of place issues
- Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Since 1997, the City of Longview has allocated \$25,000 annually for the Neighborhood Park Grant Program, providing matching funds for community-led park improvement projects. The Parks and Recreation Department opened applications for the 29th year, receiving three proposals totaling \$55,298 in grant requests.

The Parks and Recreation Advisory Board (PRAB) recommends funding two of the three projects, utilizing the full 2026 allocation (\$25,000) and requesting the use of \$3,956 in unallocated 2025 funds to cover the overage. Both applications are attached.

Recommended Projects in Priority Order:

1. Longview Youth Baseball (LYB) Cage Turf & Bleachers – LYB will install new turf on the new concrete floors inside their batting cage facility, along with purchase of new aluminum bleachers for the ballpark.

Total Cost: \$35,829.99
 Grant Request: \$17,914.98
 PRAB Recommendation: \$17,914

2. Longview Soccer Club (LSC) Facility Repairs – LSC will use this funding to perform necessary plumbing and electrical needs at their facility.

Total Cost: \$44,767
 Grant Request: \$11,683
 PRAB Recommendation: \$11,042

RECOMMENDED ACTION:

Motion to approve the Park and Recreation Advisory Board's recommendation for the 2025 Neighborhood Park Grant Program

STAFF CONTACT:

Justin Brown, Parks & Recreation Director

Attachments:

1. NPG 2026 Council Presentation
2. Longview Youth Baseball Application (1)
3. Longview Soccer Update Application
4. Longview Pickleball Club Application

NEIGHBORHOOD PARK GRANT 2026

- OVERVIEW OF HISTORY
- CURRENT APPLICATIONS
- PROJECT SCOPES



**PARKS &
RECREATION**
CITY OF LONGVIEW

History

What is the NPG Process

Awarded Annually Since 1997

\$652,000 in Matching Funds

116 Projects Awarded

1st Round Recommended Funding Requests



Total Available: \$28,956 (\$25,000 – 2026, \$3,956 – 2025)



Longview Youth Baseball - \$17,914



Longview Soccer Club - \$11,042

Project 1: Longview Youth Baseball

Addition of Artificial Turf for interior of batting cage facility

Bleacher replacement – disposal of old/unsafe bleachers and replacement with new/modern aluminum bleachers

Project Cost/Funding Requested: \$35,829/\$17,914

Funding Recommendation: \$17,914



Cont. – Longview Youth Baseball



Cont. – Longview Youth Baseball

Project 2: Longview Soccer Club

Modernization and repair of electrical and plumbing

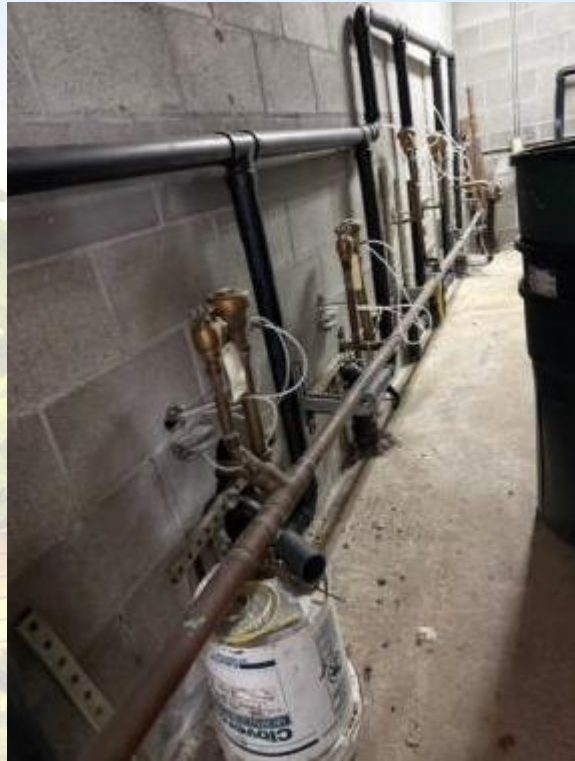
This project will complete necessary electrical and plumbing repairs and upgrades at the playing fields and clubhouse used by the Longview Soccer Club, ensuring reliable operation and preventing future major failures.

Project Cost/Funding Requested: \$23,367 / \$11,683

Funding Recommendation: \$11,042



Cont. – Longview Soccer Club



Cont. – Longview Soccer Club

Project 3: NOT RECOMMENDED FOR FUNDING

Longview Pickleball Club

Repair and resurface of existing tennis/pickleball courts at Vandercook Park

This project will refinish the court surface, repair existing court conditions, and repaint the tennis and pickleball lines

Project Cost/Funding Requested: \$29,582 / \$15,000

Funding Recommendation: PRAB does not recommend funding at this time

Recommended Action

Motion to approve the Parks and Recreation Advisory Board's funding recommendations for Neighborhood Park Grant Applications.

Questions?



**PARKS &
RECREATION**

CITY OF LONGVIEW

NEIGHBORHOOD PARK GRANT APPLICATION ASSESSMENT – BEGIN ASSESSMENT HERE:

8 Rating Criteria

	Did Applicant Address Criteria?	Score	Notes
<p>Need: Score based on presence of similar or complementary facilities in the area/community as well as level of need. The greater the need, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Community Impact: Score based on number of people affected, diversity, and underserved populations. The bigger the impact, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Access: Score based on public availability and year-round access, the more access, the higher score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Financial Responsibility: Score based on longevity and impact on maintenance and upkeep. The longer it lasts, the less impact on the ongoing park budget /staffing time, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Cost Benefit: Score based on economic impact, community development, play opportunities, and youth issues reduction. The larger the benefit provided, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Compliance: Score based on adherence to city policies, preservation plans, and comprehensive plans. The more the project complies, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Readiness to Proceed: Score based on preparedness for installation. If the project is prepared to install or a secure plan is in place, the higher the score. (20 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Funding: Score based on availability of funding or plan for securing including letters of intent from donors/partners. (20 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Total Points: _____</p>			



Longview Parks and Recreation Department
Neighborhood Park Grant Application

Application deadline: February 18, 2026

**PLEASE SUBMIT EIGHT (8) COPIES OF THIS APPLICATION AND
 EIGHT (8) COPIES OF ANY SUPPLEMENTAL MATERIALS**

Date	Project Name	Project Location
2/17/2026	LYB Cage Turf and Bleachers	John Null Park
Applicant (organization)		Contact Person and Title
Longview Youth Baseball		Aaron Marthaller - President
Are you a non-profit organization?		If yes, what is your IRS Tax ID#?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		47-3728230
Address		City/State/Zip
2650 Pacific Way		Longview, WA 98632
Daytime Phone	Evening Phone	Email Address
360-431-9013	Same	PresidentLYB@Gmail.com

Project Description.

(Applicants are encouraged to attach additional pages including schematic drawings, site location drawings, maps, pictures, and photographs.)

The proposed project includes replacing old wooden and steel bleacher seating with new safe aluminum IBC and ICC compliant bleacher seating. In addition, the proposed project includes the addition of new turf in the batting cages (over new concrete flooring). These projects will improve and enhance the access and safety for youth athletes, volunteers, parents, and the viewing public.

Project Relationship to Grant Rating and Instruction Criteria

(On a separate sheet of paper please explain how this project responds to the eight rating criteria listed in the application process. Addressing the eight criteria will enable the Parks and Recreation Advisory Board to evaluate the importance of the project against others that request funding. Failure to address the criteria will result in an incomplete application and request denial.)

- Need:** Does the community have a need for this project? (Consider whether there are similar or complementary facilities in the area/community)
- Community Impact:** Who will benefit from the project? Provide approximate number, range, and diversity of those likely to be served by or benefit from the project? Do they represent a significant underserved population?
- Access:** Upon completion, what will the availability of the project be to the public during the year?
- Financial Responsibility:** What is the potential life span of the project? What will the maintenance and replacement requirements of the project be, both immediate and long-term?
- Cost Benefit:** Do the benefits outweigh the cost of the project? (Benefits include economic impact and community development, additional opportunities for play in the community, and reduction in youth related social problems.)
- Compliance:** Does the project comply with the City of Longview's historic preservation plan, park and recreation comprehensive plan, and other city policy initiatives?
- Readiness to Proceed:** How soon after the grant is approved can the project begin? (Discuss how quickly the applicant can complete the project by demonstrating availability of the required financial match; permits being secured; and availability of needed labor.)
- Funding:** What are the applicant's potential sources of funding? (Please list all cash and in-kind goods and services) Are they already secured? Does the applicant identify partnership arrangements and what value does the partnership(s) bring to the project?

Project Budget and Funding

ESTIMATED BREAKDOWN OF THE PROJECT

Provide Quotes and List of Supplies	COST OF PAID SUPPLIES	\$ 35,829.99	%
Provide Quotes and Business Information	COST OF PAID SERVICES	\$	%
Provide Estimated Number and Hours	HOURS OF VOLUNTEER LABOR	\$	%
Provide Quotes and List of Supplies	COST OF DONATED SUPPLIES	\$	%
Provide Quotes and Business Information	COST OF DONATED SERVICES	\$	%

TOTAL COST OF THE PROJECT: \$ 35,829.99

TOTAL CASH/DONATIONS AT TIME OF APPLICATION - READINESS TO PROCEED

SECURED APPLICANT CASH:	\$ 35,829.99	%
*(Monetary value of all donations) SECURED APPLICANT DONATIONS:	\$	%
*(Monetary value: 1 Hour = \$15.00) VOLUNTEER LABOR DONATION COMMITMENT: *	\$	%

_____ # of Volunteers X _____ # of Hours Donated = _____ Total Hours of Volunteer Labor Donations

TOTAL OF SECURED FUNDING/DONATION FOR THE PROJECT: \$ 35,829.99

*** If the total of secured funding, including donations, does not equal the total cost of the project please provide below the timeline and steps that will be taken to ensure readiness to proceed.**

LYB currently has the funds to complete this project in our account at Red Canoe Credit Union and can proceed immediately.

APPLICANT REQUEST: 50% REIMBURSEMENT OF EXPENDED FUNDS

Applicants may use cash, in-kind donations and services, and volunteer labor hours to account for the total cost of the project. **Matching grant funds are only available for reimbursement on actual expenditures spent on supplies and services and not on donated items or labor.**

GRANT FUNDS REQUESTED FROM CITY OF LONGVIEW \$17,914.98

ADDITIONAL PROJECT QUESTIONS

Will fees be charged in connection with using this project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please describe:	Multi-year project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, please describe)		
Anticipated Start Date: 3/16/2026	Anticipated Date of Completion: 5/30/2026		
Application completed by (print and sign name) Aaron Marthaller	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Title President</td> <td style="width: 40%;">Date 2/17/2026</td> </tr> </table>	Title President	Date 2/17/2026
Title President	Date 2/17/2026		

Please return this application by February 18, 2026 to:

City of Longview
Parks and Recreation Department
2920 Douglas St.
Longview, WA 98632

Neighborhood Parks Grant for Longview Youth Baseball

1. Need

At present, the old wooden and steel public bleacher seating is failing due to age and the effects of weather. For generations the bleachers have been maintained as best as possible, the wood planks replaced numerous times. The steel frames have been maintained as best as possible as well with repairs and paint. Over the years the bleachers were required to be modified to keep up with changing code requirements. The bleachers have been used well beyond their life expectancy and its past time to replace them. At present, the indoor batting cage has an unfinished gravel floor covered with scraps of old soccer turf. The existing flooring conditions have presented trip hazards due to uneven flooring and risks of errant balls due to unpredictable impact absorption of balls striking the flooring. Longview Youth Baseball (LYB) is requesting City of Longview Neighborhood Park grant funds to support the continued improvement of our city's youth baseball facilities. Together we serve between 300 to 500 individual unique children annually between Spring, Summer and Fall baseball activities. Children from across the socioeconomic spectrum. The proposed projects improvements are essential to improve the safety of our ball players, adult volunteers, and the viewing public. By securing this grant, we can continue to make investments into our city's youth baseball facility and enhance the experience and atmosphere for the children and adults we serve in our community as well as the many guests who visit for games and tournaments from around the region. Longview Youth Baseball is the only recreational youth baseball league that serves the children of Longview.

2. Community Impact

LYB provides youth recreational baseball opportunities to all Longview children 3.5-12 years old through a structured program focusing on teamwork, skill building and friendships. Young athletes join our program from all areas of our community. Our program relies on dedicated volunteers, generous donations from sponsors, and the support of our City government. Our program draws thousands of people from all over the Pacific Northwest during the recreational season and Summer All-Star tournaments. Providing a safe and well-maintained indoor batting cage environment is critical to ensuring that all Longview student athletes are able to get their practice time in a safe environment. What's more, providing safe and weather resilient seating for our parents, families and the entire viewing public is critical to a safe experience for fans and families. Providing safe and up to date amenities ensure we can continue to draw summer teams from outside the community who will continue signing up for our tournaments and spend money in our local community. Our league is inclusive and welcomes children from all economic and gender backgrounds, ensuring every child has an opportunity to play baseball.

3. Access

The Longview Youth Baseball facility is part of the City of Longview parks system at John Null Park, and it's open to the entire public, year-round. Access to facilities are gained year-round, weather dependent until field turf is one day installed, and games are played March through July, and then again August through October. The proposed new aluminum bleacher seating will be open to

everyone year-round. The indoor cage facility is open during the scheduled seasons and then closed to the public in the offseason for liability purposes. The proposed turf to be installed (over a new concrete floor) will improve and enhance access due to improved safety and enhance player experience.

4. Financial Responsibility

LYB is managed by an elected Board of Volunteers who are committed to responsible budget practices and financial oversight. The turf project is expected to last 15+ years with little maintenance beyond regular cleaning and the use of proper equipment and proper shoes on the turf itself. The bleachers are expected to last 30+ years with little maintenance beyond regular routine cleaning. Among the board member positions responsible for the preservation and maintenance of our facilities are the Safety Officer, Parks Ranger and Building Maintenance Manager. The board meets monthly year-round to discuss, review, and plan ongoing maintenance of the facility. Regular work parties are hosted involving both parents and children who spend many weekend hours maintaining our facilities.

5. Cost Benefit

The proposed cage turf and aluminum bleacher seating projects will benefit every child who practices and plays baseball at LYB, and everyone who comes to view the games. These projects are necessary for the safety of everyone who utilizes the park. The cost of inaction is an erosion of a healthy safe positive experience for the young athletes and the entire community.

6. Compliance

All proposed projects align with the City of Longview's historic preservation plan and the parks and recreation plan. These improvements will be executed in accordance with the City's guidelines to ensure they meet all necessary regulatory requirements. LYB works closely and in collaboration with the knowledgeable staff the Longview Parks and Recreation Department.

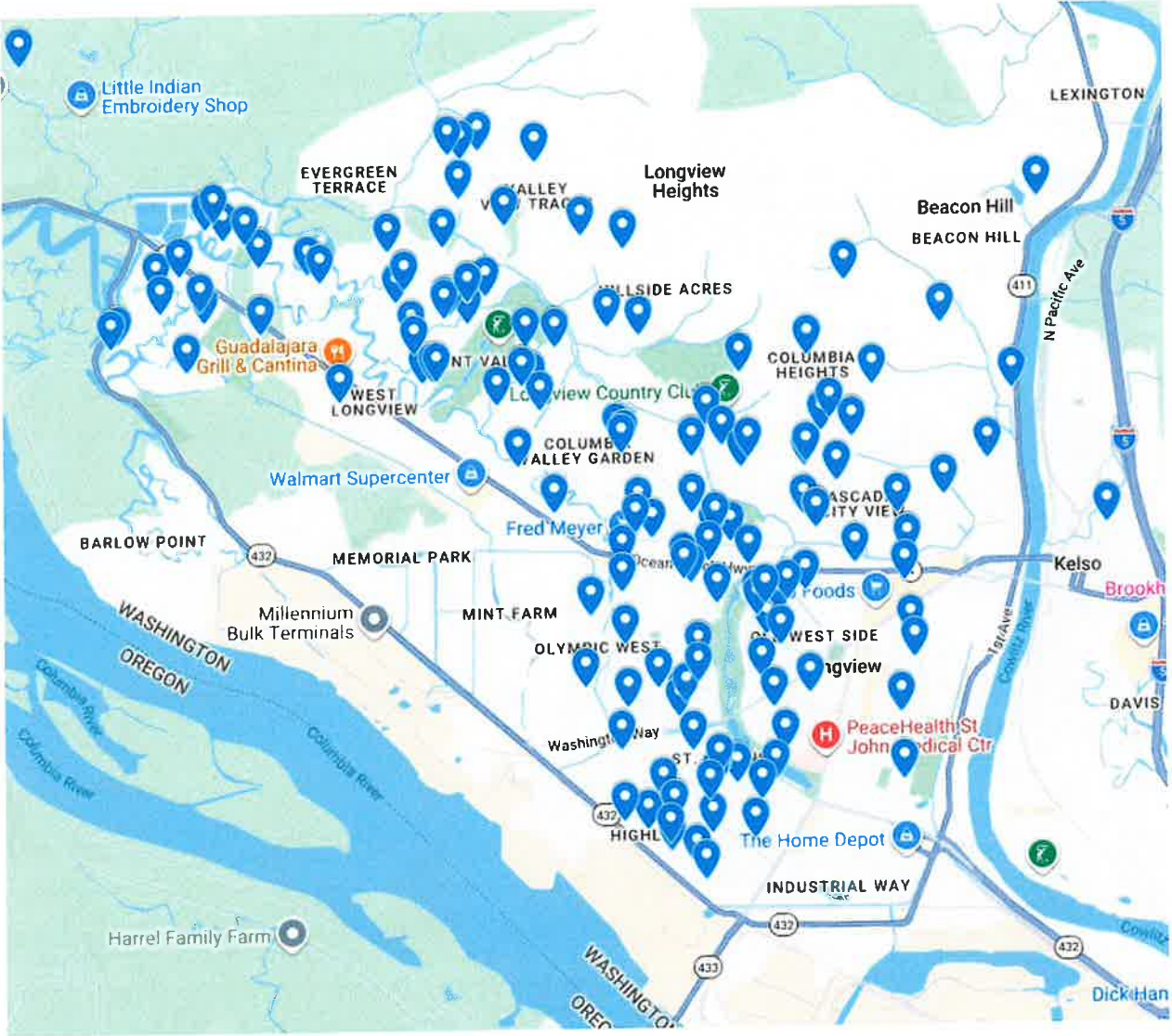
7. Readiness to Proceed

LYB is ready to purchase the necessary items and begin installation as soon as this grant is approved. Recently LYB volunteers thoroughly cleaned out the indoor batting cages and made preparations including installing a concrete floor (where previously only gravel existed.)

8. Funding

LYB receives funds through registration fees, donations from business enterprises and individuals in our community, and generous advertising sponsorships by community businesses. The money necessary for 100% of these project costs is already secured.

Map of currently registered Longview Youth Baseball participants, showing the entire City is represented.



Quote #
WQ 391507

Here is the Quote as per your request. The 'Shipping' total has been applied.
To place an order, simply click 'Submit Order Confirmation' below.
Please print this page for your records.
Customer Order Confirmation is **required** to process order.



627 Amersale Drive
Naperville, IL. 60563
sales@belson.com

Toll Free: 1-800-323-5664
Phone: 1-630-897-8489
Fax: 1-630-897-0573

QUOTE #
WQ 391507

Expires 3/13/2026

Model #	Description	Lbs	Quantity	Unit Price	Unit Total
BS-0315	Bleacher, 3 Row x 15'-0"L, (10" Nominal Seat Planks, 10" Nominal Tread Planks, 16" Front Row Seat Height, 6" Rise, 24" Tread), Aluminum Frame, Single Footboards Discount Applied	236	12	\$1,798.00	\$21,576.00

Subtotal	2,832	Subtotal	\$21,576.00
		<input checked="" type="checkbox"/> 8.2000% Tax	\$2,136.59
		Freight - S&H	\$4,480.00
		Grand Total	\$28,192.59

Customer Order Confirmation is required to process order.

Your Order will not be shipped without your "Order Confirmation"

Bill To:

Ship To:

First/Last Name	Aaron Marthaller	Ship To	Longview Youth Baseball
Company		Address 1	2650 Pacific Way
Address 1	280 Sunset dr	Address 2	
Address 2		City	Longview
City	longview	State	WA
State	WA	Zip Code	98632
Zip Code	98632	Country	USA
Country	USA	Phone	
Phone	3604319013	Contact	Aaron Marthaller
Fax		Email	presidentlyb@gmail.com
Email	presidentlyb@gmail.com		

Additional Delivery Services

<input checked="" type="checkbox"/> Phone Call 24 Hours Prior to Delivery
<input checked="" type="checkbox"/> Delivery to Residential or Non-Commercial Truck Route Addresses
<input type="checkbox"/> Power Liftgate Service - Driver will lower shipment from the truck to the ground (Only)
Order Power Liftgate Service if — You will be unable to unload the shipment from the truck.
Does Not apply to UPS shipments

Special Instructions

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Intended Payment Method

 Visa <input type="radio"/>	 MasterCard <input type="radio"/>	 American Express <input type="radio"/>	 Discover <input type="radio"/>	 Check with Order <input type="radio"/>	 On Account <input type="radio"/>
--	--	--	--	--	--

Order Confirmation Method — **Customer Confirmation is Required to Complete Order**

<input checked="" type="radio"/> Email Order Confirmation	Presidentlyb@gmail.com
<input type="radio"/> Fax Order Confirmation	
<input type="radio"/> Customer Service Representative Call (M-F 8:00am - 4:30pm CST)	
What is the best day and time to call?	
Contact Name (If Different than 'Sold To')	Phone

[Submit Order Confirmation](#) [Cancel Order](#)



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ARTIFICIAL TURF RESOURCES

Cart

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Product

Price

Quantity

Subtotal



TFD Nylon Special Padded (5mm)
Width (ft): 12
Length (ft): 60
Total Area (sq. ft.): 720

\$2,512.80

3

\$7,538.40

Coupon code

Apply coupon

Update cart

You may be interested in...



TFD Multi Sport 5mm
(COLORS)

\$3.49 Per Sq. Ft.

SKU: TFD-Multi-Sport-5mm-Colors-1

VIEW PRODUCT



TFD Sportmax Edge 5mm

\$4.25 Per Sq. Ft.

SKU: TFD-Sportmax-Edge-5mm

VIEW PRODUCT

Cart totals

Subtotal

\$7,538.40

Shipping

- Residential Shipping: **\$99.00**
- Business Shipping LESS THAN 450 sq. ft. **\$50.00**
- FREE SHIPPING - Greater than 450 sq. ft. delivery to COMMERCIAL addresses only (no residential deliveries)

Shipping options will be updated during checkout.

Tax (estimated for the United States (US))

Taxes will be calculated at checkout

Total

\$7,637.40

Starting at \$265/mo or 0% APR with **affirm**. For Personal Use Only. See if you qualify

Proceed to checkout

NEIGHBORHOOD PARK GRANT PROGRAM



December 29, 2025

Since 1997, the City of Longview Council has approved \$25,000 for the Neighborhood Park Grant Program. 2026 marks 29 years in matching funds given to groups, organizations, schools, etc. to improve our park system. We are excited to announce that the Neighborhood Park Grant Program has once again opened to award \$25,000 towards park improvements! Enclosed you will find answers to frequently asked questions, the grant application, and instructions on how to proceed.

This program provides financial assistance for capital improvements within the city's parks and play spaces. Projects can include major renovation or replacement of existing facilities, property acquisition, and major pieces of equipment or amenities at city parks. Some examples of previously funded projects include the installation of the disc golf course at Roy Morse Park, resurfacing of Vandercook Park tennis courts, covered basketball court at Lake Sacajawea, and tee-ball field construction at 7th Avenue Park.

All projects submitted must adhere to the city's capital improvement project guidelines outlined in the criteria section of the application. For planning purposes, note that the city's share cannot exceed 50% of the total cost of the project. Matching grant funds are only available for reimbursement on actual expenditures spent on supplies and services. Donated items or labor are not considered reimbursable expenditures. Maintenance on existing or proposed new facilities is not an eligible expense under this program.

Applications can be found on our website at www.mylongview.com/recreation on the left-hand side. When applying, **please provide eight (8) copies** of the two-page application along with any supporting documentation by 5:00pm on the closing date of Wednesday, February 18, 2026. Submit completed applications to the Recreation Office located at 2920 Douglas Street in Longview.

If you have any questions about the funds or the application process, please feel free to contact me. We look forward to working with you as we continue to build upon our amazing park system. Thank you for your interest.

Sincerely,

Justin Brown

Justin Brown
Director, Parks & Recreation
360-442-5400
justinb@mylongview.com

NEIGHBORHOOD PARK GRANT FREQUENTLY ASKED QUESTIONS

What is the Neighborhood Park Grant Program?

The Neighborhood Park Grant Program is a capital program (budgeted in the capital projects fund) initiated by the City Council as a means of giving community groups the opportunity to improve and invest in their parks, while giving the city the opportunity to stretch its capital funds. The Parks and Recreation Advisory Board evaluates applications and makes recommendations to the council for final approval.

What types of awards have been granted?

Grants have been awarded for a wide variety of projects such as construction of sports fields, irrigation systems, security systems, disc golf course, installation of public art, and much more.

Who can apply for grants?

Individuals, organizations, and agencies may request funds from the Neighborhood Park Grant Program for capital improvement projects in city parks located within the city limit of Longview. Applicants may only apply for one project at a time and are not eligible if previous grant projects have not been completed.

How are projects selected?

The Parks and Recreation Advisory Board evaluates the applications for the following criteria and makes recommendations to the Longview City Council for final approval. **When filling out a Neighborhood Park Grant Application, applicants are required to address each of the below items in detail.** The Board will rank applications on the criteria on a **100-point scale** – see below as to how each is weighted and scored.

- Need:** Does the community have a need for this project? (Consider whether there are similar or complementary facilities in the area/community) **(0 - 10 points)**
- Community Impact:** Who will benefit from the project? Provide approximate number, range, and diversity of those likely to be served by or benefit from the project? Do they represent a significant underserved population? **(0 - 10 points)**
- Access:** What will the availability of the project be to the public year-round? Is it always (100%) open to the public or is it for a specialized facility? **(0 - 10 points)**
- Financial Responsibility:** What is the potential life span of the project? What will the maintenance and replacement requirements of the project be, both immediate and long-term? **(0 - 10 points)**
- Cost Benefit:** Do the benefits outweigh the cost of the project? (Benefits include economic impact and community development, additional opportunities for play in the community, and reduction in youth related social problems.) **(0 - 10 points)**
- Compliance:** Does the project comply with the City of Longview's historic preservation plan, park and recreation comprehensive plan, and other city policy initiatives? **(0 - 10 points)**
- Readiness to Proceed:** How soon after the grant is approved can the project begin? (Discuss how quickly the applicant can complete the project by demonstrating availability of the required financial match; permits being secured; and availability of needed labor.) **(0 - 20 points)**
- Funding:** What are the applicant's potential sources of funding? (Please list all cash and in-kind goods and services) Are they already secured? Does the applicant identify partnership arrangements and what value does the partnership(s) bring to the project? **(0 - 20 points)**

How do you apply for a grant?

Submit the required application and accompanying support materials ensuring that all aspects of the project rating criteria have been addressed.

How do I know if my project qualifies for Neighborhood Park Grant funds?

Your project qualifies for funds if it meets ALL three of the following criteria:

- Your project is located within one of the City of Longview's Parks (www.mylongview.com/parks) or within a City of Longview designated play area.
- Your project qualifies as a capital improvement project:
 - The city defines capital improvement projects as those which include new or expanded physical facilities/assets, major renovation or replacement of existing facilities, the acquisition of real property (land), or the purchase of major pieces of equipment.
 - Capital improvement projects involve the expenditure of \$5,000 or more for design, construction, and equipment; have a useful life of one year or more; and are for an item classified as a fixed asset.
- The project must involve active participation by community members.

Not Eligible: Routine maintenance on existing or proposed new facilities is not an eligible expense under this program.

How does the matching funds portion work?

Once the project has been approved by City Council for grant funding, the applicant may begin their project. The project must be fully complete prior to submitting for reimbursement. This means that the applicant must take on the total financial responsibility of the project prior to submitting for reimbursement.

Matching grant funds are only available for reimbursement on actual expenditures spent on supplies and services and not on donated items or labor. Applicants may use cash, in-kind donations and services, and volunteer labor hours to account for the total cost of the project. For applicant planning purposes, note that the city's share cannot exceed 50% of the total cost of the project.

Project Expenditure Examples:

- Example A:** Group A has a project that is \$10,000. The City Council approved the project with a \$5,000/50% reimbursement. Group A completes the project and submits all receipts totaling \$10,000 out of pocket expenses. The City reimburses Group A for \$5,000.
- Example B:** Group B has a project that is \$10,000. The City Council approved the project for a \$5,000/50% reimbursement. Group B starts the project and ends up receiving \$7,000 in donated services and supplies and only needs to expend \$3,000 out of pocket for a total cost of \$10,000. Although approved for \$5,000, the city will only reimburse Group A for the \$3,000 in reimbursement. **Applicants cannot financially benefit from the Neighborhood Park Grant program.**
- Example C:** Group C has a project that is \$10,000. The City Council approved the project for a \$5,000/50% reimbursement. Group C starts the project and ends up receiving \$3,500 in donated services and supplies and expends \$6,500 out of pocket for a total cost of \$10,000. The City will reimburse the applicant the \$5,000 with the remaining \$1,500 of out-of-pocket expenditures being the applicant's responsibility.

What are important dates?

- **February 18th:** Deadline for application submittal - the request for project proposals (RFP) are advertised through the newspaper, social media, and city websites.
- **February 23rd:** The Parks and Recreation Advisory Board will have a special meeting to evaluate the proposals and make recommendations to City Council.
- **March 12th:** City Council reviews the proposals and makes final approval.
- **Week of March 16th:** Applicants are notified of City Council Decision.
- **December 31st:** Expected project completion and subsequent "Project Completion Summary Form" submitted.

What happens after I submit my proposal?

All applicants will be invited to make presentations regarding their projects to the board at the February 23rd meeting. Applicants will be notified of their presentation time slot, and during that meeting may present their proposal and bring additional information or hand outs and answer questions pertaining to the proposed projects.

My project was approved by City Council, now what?

Once approved, the Parks and Recreation Department will notify applicants by letter to the address provided on the application stating what was approved for funding by City Council. After being notified, applicants may begin their project. You will need both before and after photos of your project, so don't forget to take a few before you start.

Included in the letter is a "Project Completion Summary Form". This form is an overview of all expenses incurred by the project as well as donated goods and services. Applicants will need to complete this form to conclude the project. It is advised that applicants update the form continually throughout the entire process rather than attempt to complete at the end of the project.

The summary form must be accompanied by detailed documentation. Expense line items included on the summary form must have a coinciding itemized receipt or vendor invoice for the expense to be considered a reimbursable item. Additionally, each item or service donated must have a record in the form of an itemized receipt or invoice indicating the actual cost of the good or service and the subsequent discount or \$0.00 donation.

In-kind labor donations must also be accounted for on the "Project Completion Summary Form". In-kind labor is a service provided that accomplishes work that otherwise would be provided by contractors or other paid individuals in order to complete any portion of this project. It also must relate to this specific project only. This differs from Volunteer Labor.

Volunteer labor is also documented on the "Project Completion Summary Form". A detailed report must be included with the summary form that states each date a volunteer worked on the project, the name of said volunteer, the time the volunteer worked, and a signature by the volunteer. Volunteer labor is calculated at \$15 per hour.

Volunteer labor includes any time that was donated to the planning, implementation, construction, and completion of the project. General duties of the applicant that occur on a regular basis or other volunteer work that took place prior to the initiation of the identified project does not qualify as in-kind donations.

My project is finished, how does the reimbursement process work?

Once the project is complete, you will provide the Parks and Recreation Department a fully finalized "Project Completion Summary Form" with the attached detailed documentation to validate each line item. Along with the summary form, before and after photos of the finished project are required. The Parks and Recreation Department will work with applicants to ensure that all paperwork is comprehensive and meets requirements for reimbursement. You do not have to wait until December 30; you may turn in completed paperwork once your project is finished.

Project Completion Summary Forms are turned into:

**City of Longview
Parks and Recreation Department
2920 Douglas Street
Longview, WA 98632**

After the project has been deemed complete it will be submitted for reimbursement. Reimbursement is provided in the form of a check sent to the applicant to the address provided on the original application. Reimbursement can take approximately 30 to 45 days.

What if I unable to finish my project by the December 30 deadline?

The City understands that there can be unforeseen circumstances that may not allow you to complete the project by the December 30 deadline. Applicants may submit a "Letter of Need" to the Parks and Recreation Advisory Board for consideration of an extension on the project deadline. The letter must be received prior to the December 30 deadline to be granted.

What if I have other questions, who should I contact?

Please feel free to contact the Parks and Recreation Department by stopping by, calling 360.442.5400, or emailing rec@mylongview.com. We are more than happy to assist you!



Longview Parks and Recreation Department Neighborhood Park Grant Application

Application deadline: February 18, 2026

**PLEASE SUBMIT EIGHT (8) COPIES OF THIS APPLICATION AND
EIGHT (8) COPIES OF ANY SUPPLEMENTAL MATERIALS**

Date	Project Name	Project Location
02-18-2026	LSC FACILITIES REPAIRS	920 7 TH AVE
Applicant (organization)		Contact Person and Title
LONGVIEW SOCCER CLUB		JENNIFER JOLLY, PRESIDENT
Are you a non-profit organization?		If yes, what is your IRS Tax ID#?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		37-1041425
Address		City/State/Zip
920 7 TH AVE, P.O. BOX 2054		LONGVIEW WA 98632
Daytime Phone	Evening Phone	Email Address
360-431-1842	SAME	LSCREGISTRAR2023@GMAIL.COM

Project Description. (Applicants are encouraged to attach additional pages including schematic drawings, site location drawings, maps, pictures, and photographs.)

SEE ATTACHED DOCUMENT WITH PHOTOS.
ELECTRICAL UPGRADES & PLUMBING REPAIRS

Project Relationship to Grant Rating and Instruction Criteria

(On a separate sheet of paper please explain how this project responds to the eight rating criteria listed in the application process. Addressing the eight criteria will enable the Parks and Recreation Advisory Board to evaluate the importance of the project against others that request funding. Failure to address the criteria will result in an incomplete application and request denial.)

- Need:** Does the community have a need for this project? (Consider whether there are similar or complementary facilities in the area/community)
- Community Impact:** Who will benefit from the project? Provide approximate number, range, and diversity of those likely to be served by or benefit from the project? Do they represent a significant underserved population?
- Access:** Upon completion, what will the availability of the project be to the public during the year?
- Financial Responsibility:** What is the potential life span of the project? What will the maintenance and replacement requirements of the project be, both immediate and long-term?
- Cost Benefit:** Do the benefits outweigh the cost of the project? (Benefits include economic impact and community development, additional opportunities for play in the community, and reduction in youth related social problems.)
- Compliance:** Does the project comply with the City of Longview's historic preservation plan, park and recreation comprehensive plan, and other city policy initiatives?
- Readiness to Proceed:** How soon after the grant is approved can the project begin? (Discuss how quickly the applicant can complete the project by demonstrating availability of the required financial match; permits being secured; and availability of needed labor.)
- Funding:** What are the applicant's potential sources of funding? (Please list all cash and in-kind goods and services) Are they already secured? Does the applicant identify partnership arrangements and what value does the partnership(s) bring to the project?

Project Budget and Funding

ESTIMATED BREAKDOWN OF THE PROJECT

Provide Quotes and List of Supplies	COST OF PAID SUPPLIES	\$ <u>SEE PD SERVICES</u>	%
Provide Quotes and Business Information	COST OF PAID SERVICES	\$ <u>20,967</u>	%
Provide Estimated Number and Hours	HOURS OF VOLUNTEER LABOR	\$ <u>2400</u>	%
Provide Quotes and List of Supplies	COST OF DONATED SUPPLIES	\$	%
Provide Quotes and Business Information	COST OF DONATED SERVICES	\$	%
TOTAL COST OF THE PROJECT:		\$ <u>23,367</u>	

TOTAL CASH/DONATIONS AT TIME OF APPLICATION - READINESS TO PROCEED

	SECURED APPLICANT CASH:	\$ <u>20,000</u>	%
*(Monetary value of all donations)	SECURED APPLICANT DONATIONS:	\$ -	%
*(Monetary value: 1 Hour = \$15.00)	VOLUNTEER LABOR DONATION COMMITMENT: *	\$ <u>2400</u>	%

10 # of Volunteers X 16 # of Hours Donated = 160 Total Hours of Volunteer Labor Donations

TOTAL OF SECURED FUNDING/DONATION FOR THE PROJECT: \$ 23,367

* If the total of secured funding, including donations, does not equal the total cost of the project please provide below the timeline and steps that will be taken to ensure readiness to proceed.
WE ARE READY TO PROCEED ASAP! \$

APPLICANT REQUEST: 50% REIMBURSEMENT OF EXPENDED FUNDS

Applicants may use cash, in-kind donations and services, and volunteer labor hours to account for the total cost of the project. Matching grant funds are only available for reimbursement on actual expenditures spent on supplies and services and not on donated items or labor.

GRANT FUNDS REQUESTED FROM CITY OF LONGVIEW: \$ 11,683.00

ADDITIONAL PROJECT QUESTIONS

Will fees be charged in connection with using this project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please describe:	Multi-year project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, please describe)
Anticipated Start Date: <u>03-13-2026</u>	Anticipated Date of Completion: <u>04-18-2026</u>
Application completed by (print and sign name) <u>JENNIFER JOLLY</u>	Title <u>PRESIDENT</u>
Date <u>02-18-2026</u>	

Please return this application by February 18, 2026 to:

City of Longview
Parks and Recreation Department
2920 Douglas St.
Longview, WA 98632

**NEIGHBORHOOD PARK
GRANT PROGRAM
ESTIMATE WORKSHEET**



ORGANIZATION: _____

PROJECT NAME: _____

This worksheet is to help you fill out the "Estimated Break Down" portion on the Project and Funding Page. Once all totals have been applied on the estimate worksheet, they can then be transcribed in the totals.

Please summarize all of your estimated project expenses in the table below. (Out of Pocket Expenses)
Attach all quotes/invoices that coincide with each line item.

EXPENSES TO BE PURCHASED BY APPLICANT		
VENDOR	DESCRIPTION	COST
TOTAL		

Please summarize all donations of goods and services estimated for the project.
Please indicate if they have been secured or if you will be seeking out the donation.

IN-KIND CONTRIBUTIONS - SUPPLIES AND/OR LABOR			
VENDOR	DESCRIPTION	VALUE	SECURED Y/N
TOTAL			

City of Longview Neighborhood Grant
Longview Soccer Club
February 2026

The Longview Soccer Club is applying for the Neighborhood Park Grant to repair and upgrade the aging facilities that the club is currently responsible for.

The city bathrooms at 7th Ave Park were built in 1985 and to my knowledge it has all the original gaskets and pipes. The gaskets need replaced, broken pieces need replaced, waterlines need cleaned out. The soccer clubhouse was built in about 2002, and the electrical demands have grown. In addition, the concession stand is highly used but needed outlets are below the countertops and shelves.

Over the past several years there have been several minor repairs to the aging plumbing, I became President of LSC in November 2025. It was shortly after this time that I learned LSC had full responsibility over the maintenance and repairs. The LSC building and facilities need some maintenance and attention in order to protect assets. The current LSC board members would like to get the clubhouse and city facilities back into great condition. I am applying for this grant to ask for help with these repairs and improvements.

PLUMBING: \$15,580.80

LSC reached out to several plumbers. It was explained there is a bad smell coming from the drain in the boys bathroom when it is in high use, the first urinal in the boys bathroom is clogged and needs repair, there had been minor repairs to fix a variety of issues, and we needed to get all of the facility in proper working order without fear of what will break next. Upon looking at the facilities with different plumbers it was learned all of the rubber gaskets need replacement as they are all leaking. The plumbing being held together with zip ties need to be replaced, and all the pipes need to be cleaned out of residue and blockage. One plumber returned a bid of \$15,580.80. Three plumbers did not return a bid.

ELECTRICAL: \$5386.45

Division 1 electrical came to LSC. It was explained in the concession stand all the outlets on the back wall were near the bottom of the two shelves. This is problematic as it requires extension cords to be able to use kitchen appliances on the counter tops. The extension cords have been leading to overuse of the outlets. It was explained how the concession stand has grown and how the plans were to use it for this upcoming season. He gave a bid

of **\$1425.00** for that project. LSC purchased exterior floodlights with security cameras that can be hardwired into the building. The installation of the camera/light system was quoted **\$1650.00**. LSC needs electrical upgrades to the upstairs. When the building was first created we still used pen and paper to register players. Now we use 3-7 computers plugged in at any given time for registrations as well as portable heaters or portable air conditioners, and other equipment we have in the clubhouse. We would like to upgrade the aging cadet wall heaters, upgrade the outlets and add new outlets in order to safely accommodate the electrical needs. Additionally, three lights on the two stairways are not working. They need an electrician to repair as it is not just burnt-out light bulbs. The upstairs project was quoted at **\$2200.00**. Total quote is **\$5386.45**.

NEED:

There is a need to upgrade the electrical so we can better assist our soccer families during registration. There is a need to upgrade the electrical in concessions so they can operate safely and efficiently. There is a need to repair the plumbing so we can ensure the facilities will properly work.

COMMUNITY IMPACT:

We are currently the only dedicated soccer complex for youth. The improvements requested will not only get our soccer families to take pride in our facilities, but the community and the city itself will hopefully become known for their great youth sports park. The soccer club is open to all ages from u5-u18. We currently have over 592 registered players with 80 more spots available. The biggest overall community impact is our ability to keep soccer prices as low as possible for our soccer families and have funds available to give out scholarships to make sure all kids have a chance to play.

ACCESS:

The LSC clubhouse is locked when club members are not present. The bathrooms are open to the public any time we open the bathrooms for soccer activities. Additionally, as Softball keeps growing their need for more available bathrooms will grow.

FINANCIAL RESPONSIBILITIES:

The potential life span of the project is decades. Repairing the plumbing and cleaning out the lines and upgrading the electrical can allow the existing facilities to last for years if not decades to come. It will also allow us to expand the possibilities of more ways to use our facilities.

COST BENEFIT:

If we do not put money into the facilities now it will cost us much more in the future. We must fix the failing plumbing and electrical demands to prevent damage and be able to operate in a safe manner.

COMPLIANCE:

This piece mentions the park historic plan. I believe by improving the facilities, it continues to honor those founding members who made the facilities happen in the first place. They would be proud that the club continues to take pride in what they started!

READINESS TO PROCEED:

LSC is ready to begin right now. I have contractors ready to begin March 16th or as soon as we are given permission from the grant. We have a coaches meeting on March 12 with practices starting after that. The season starts April 18th. We are hoping to have most of the work done by the end of March 2026. At this point we are just being held back pending grant approval!

FUNDING:

LSC is made up of volunteers, players, parents, families, and sponsors. I have at least 10 board members and sponsors committed to volunteering an estimated 162 hours of labor hours into the facilities. LSC has about \$20,000.00 that can be dedicated to building and facility improvements. In addition to plumbing and electrical, LSC volunteers will assist to take care of the building and structures in the fields.

We have been focusing on getting the fields into shape for playing. The community sees the effort, and they are reaching out to see how they can contribute. It's pretty exciting! A grant for the facilities will allow us to make the needed repairs and improvements and still be able to keep our player's costs as low as possible for our families.

Thank you for your time and consideration. We look forward to partnering with the City and to make you proud of what LSC is doing with this city park!

Respectfully submitted,

Jennifer Jolly,
Longview Soccer Club President.



98682 360-727-0737

Job Address
Longview Soccer Club
920 7th Avenue
Longview, WA 98632 USA

Billing Address
Longview Soccer Club 920 7th Avenue
Longview, WA 98632 USA

Estimate Details

Service Pro Plumbing Incorporated
5305 NE 121ST AVE #608 Vancouver, WA

Estimate 11178692
Job 11134804
Estimate Date 12/12/2025 Customer PO

Repipe bathroom: Repipe the copper sections to the following fixtures with pex a piping supplied by service pro plumbing

- 3 toilets in the men's restroom
- 2 urinals in the men's restroom
- 1 sink in the men's restroom
- Replace 1 air control meter for the men's restroom
- 1 main line for the men's restroom

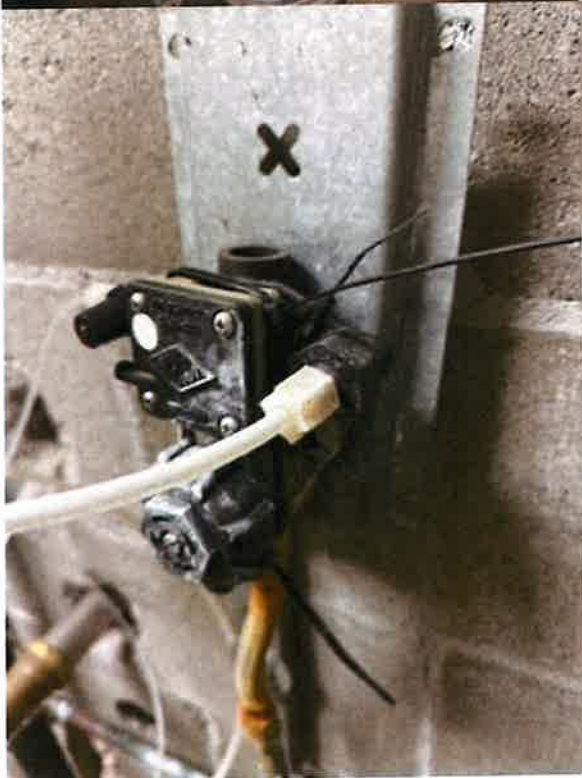
- 4 toilets in the woman's restroom
- 2 sink in the women's restroom
- Replace 2 air control meter for the women's restroom
- 1 main line for the women's restroom

Includes replacing necessary ball valves check valves, hammer arrestors, hangers and supports for the new piping
**if pipe at main line entering the building is compromised additional costs will need to be added **this price does not include replacement of the vacuum breakers
Any sponsor ship or anything similar will need to be discussed with the owners

Service #	Description	Quantity	Your Price	Your Total
CPR-3.00.0000	Specialized Plumbing repair includes special order parts, equipment, or additional labor to complete.			Sub-Total \$14,400.00
12.00	\$1,200.00	\$14,400.00		Tax \$1,180.80
				Total \$15,580.80

Potential Savings \$2,160.00

Thank you for choosing Service Pro Plumbing, please call the office if you have any further questions!



ESTIMATE

Division 1 Electric & Solar
 505 Williams Finney Rd
 Kelso, WA 986269512

division1electric@gmail.com
 +1 (503) 741-6014



Bill to

Longview Soccer Club
 920 7th Ave
 Longview, WA 98632

Estimate details

Estimate no.: 1059
 Estimate date: 12/15/2025

Job Site: 920 7th Ave
 Project : Various Electrical projects

Date	Product or service	Description	Qty	Rate	Amount
	Labor & Materials	*** CONCESSION STAND ELECTRICAL *** * Troubleshoot circuits that are available. Re run conduits throughout concession area to balance loads that will need to be used for various pieces of electrical equipment and heaters. * Label all circuits as to where they are located at panel in adjacent room. * Provide and install GFCI protection where necessary. * Cut in outlets for (3) dedicated circuits, located in back wall of concession area, bring them up to counter height to be used more practically.	1	\$1,425.00	\$1,425.00
	Labor & Materials	*** UPSTAIRS CLUBHOUSE ELECTRICAL *** * Troubleshoot/replace stair landing light at top of stairs. * Provide and install (4) outlets on back wall where registration takes place. This will make it easier to plug in laptops without having trip hazards. * Provide and install outlets in upstairs	1	\$2,200.00	\$2,200.00

kitchen area, to be able to support registration power on end and also be able to plug in kitchen equipment.

* Provide and install (2) quad outlets in coaches office.

* Provide and install (2) new cadet heaters and wall mount thermostat to control heaters.

* Troubleshoot/fix opposite side stair landing lights that do not work.

Labor & Materials

*** FLOOD LIGHT CAMERAS ***

1 \$1,650.00 \$1,650.00

* Install conduit, wire and boxes needed to rough in for (4) camera /lights mounted around club house.

* Splice into existing lighting circuit, or come out of panel with new circuit to provide power to lights.

Qualified Electrician Coupon

Customer has applied for a \$300 rebate through QualifiedElectriciansPDX.org. Per program guidelines, the rebate discount has been applied to this invoice.

1 -\$300.00 -\$300.00

Customer will submit the required rebate coupon to divisionTelectric@gmail.com upon receipt.

Please note: The coupon must be presented to the electrician at the time of service, or submitted within 7 days of service to remain eligible.

Subtotal \$4,975.00

Sales tax \$411.45

Total \$5,386.45

Accepted date

Accepted by

ELECTRICAL - CONCESSIONS

- City at some point turned over the routine maintenance to the Longview Soccer Club.
- In December 2025 I learned LSC was responsible for REPAIRS. An unexpected expense.
- Gaskets are leaking and need replaced. Parts held together by zip ties. Waterlines need to be unclogged.
- Estimates range from \$5000 - \$15,000



ELECTRICAL - CLUBHOUSE

- Light ballasts need replaced.
- Lights in stairways do not work. Only one of four work.
- Growing computer demand due to online registrations



- LSC - Home away from Home
- Small fridge
- Microwave
- Air conditioner
- Kurieg





WHY ????



THANK YOU

NEIGHBORHOOD PARK GRANT APPLICATION ASSESSMENT – BEGIN ASSESSMENT HERE:

8 Rating Criteria	Did Applicant Address Criteria?	Score	Notes
<p>Need: Score based on presence of similar or complementary facilities in the area/community as well as level of need. The greater the need, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Community Impact: Score based on number of people affected, diversity, and underserved populations. The bigger the impact, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Access: Score based on public availability and year-round access, the more access, the higher score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Financial Responsibility: Score based on longevity and impact on maintenance and upkeep. The longer it lasts, the less impact on the ongoing park budget /staffing time, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Cost Benefit: Score based on economic impact, community development, play opportunities, and youth issues reduction. The larger the benefit provided, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Compliance: Score based on adherence to city policies, preservation plans, and comprehensive plans. The more the project complies, the higher the score. (10 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Readiness to Proceed: Score based on preparedness for installation. If the project is prepared to install or a secure plan is in place, the higher the score. (20 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<p>Funding: Score based on availability of funding or plan for securing including letters of intent from donors/partners. (20 Points)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	<p>Total Points:</p>		



Longview Parks and Recreation Department Neighborhood Park Grant Application

Application deadline: February 18, 2026

PLEASE SUBMIT EIGHT (8) COPIES OF THIS APPLICATION AND
EIGHT (8) COPIES OF ANY SUPPLEMENTAL MATERIALS

Date	Project Name	Project Location
1/30/26	Court Resurfacing	Vandercook Courts
Applicant (organization)		Contact Person and Title
Longview Pickleball Club		Eric Wilson
Are you a non-profit organization?		If yes, what is your IRS Tax ID#?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		30-1430237
Address		City/State/Zip
P.O. Box 414		Longview, WA 98632
Daytime Phone	Evening Phone	Email Address
360-600-0616	360-600-0616	eric@wilsondentalarts.com

Project Description.
(Applicants are encouraged to attach additional pages including schematic drawings, site location drawings, maps, pictures, and photographs.)

See attached
Repair + surfacing existing courts

Project Relationship to Grant Rating and Instruction Criteria

(On a separate sheet of paper please explain how this project responds to the eight rating criteria listed in the application process. Addressing the eight criteria will enable the Parks and Recreation Advisory Board to evaluate the importance of the project against others that request funding. Failure to address the criteria will result in an incomplete application and request denial.)

- Need:** Does the community have a need for this project? (Consider whether there are similar or complementary facilities in the area/community)
- Community Impact:** Who will benefit from the project? Provide approximate number, range, and diversity of those likely to be served by or benefit from the project? Do they represent a significant underserved population?
- Access:** Upon completion, what will the availability of the project be to the public during the year?
- Financial Responsibility:** What is the potential life span of the project? What will the maintenance and replacement requirements of the project be, both immediate and long-term?
- Cost Benefit:** Do the benefits outweigh the cost of the project? (Benefits include economic impact and community development, additional opportunities for play in the community, and reduction in youth related social problems.)
- Compliance:** Does the project comply with the City of Longview's historic preservation plan, park and recreation comprehensive plan, and other city policy initiatives?
- Readiness to Proceed:** How soon after the grant is approved can the project begin? (Discuss how quickly the applicant can complete the project by demonstrating availability of the required financial match; permits being secured; and availability of needed labor.)
- Funding:** What are the applicant's potential sources of funding? (Please list all cash and in-kind goods and services) Are they already secured? Does the applicant identify partnership arrangements and what value does the partnership(s) bring to the project?

Project Budget and Funding

ESTIMATED BREAKDOWN OF THE PROJECT

Provide Quotes and List of Supplies	COST OF PAID SUPPLIES	\$ 0	%
Provide Quotes and Business Information	COST OF PAID SERVICES	\$ 29582.00	%
Provide Estimated Number and Hours	HOURS OF VOLUNTEER LABOR	\$ 0	%
Provide Quotes and List of Supplies	COST OF DONATED SUPPLIES	\$ 0	%
Provide Quotes and Business Information	COST OF DONATED SERVICES	\$ 0	%
TOTAL COST OF THE PROJECT:		\$ 29582.00	

TOTAL CASH/DONATIONS AT TIME OF APPLICATION - READINESS TO PROCEED

SECURED APPLICANT CASH:	\$ 29582.00	%
*(Monetary value of all donations) SECURED APPLICANT DONATIONS:	\$ 0	%
*(Monetary value: 1 Hour = \$15.00) VOLUNTEER LABOR DONATION COMMITMENT: *	\$ 0	%

of Volunteers X _____ # of Hours Donated = _____ Total Hours of Volunteer Labor Donations

TOTAL OF SECURED FUNDING/DONATION FOR THE PROJECT: \$ 29,582.00

If the total of secured funding, including donations, does not equal the total cost of the project please provide below the timeline and steps that will be taken to ensure readiness to proceed.

APPLICANT REQUEST: 50% REIMBURSEMENT OF EXPENDED FUNDS

Applicants may use cash, in-kind donations and services, and volunteer labor hours to account for the total cost of the project. Matching grant funds are only available for reimbursement on actual expenditures spent on supplies and services and not on donated items or labor.

GRANT FUNDS REQUESTED FROM CITY OF LONGVIEW: \$ 15,000.00

ADDITIONAL PROJECT QUESTIONS

Will fees be charged in connection with using this project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please describe:	Multi-year project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, please describe)
Anticipated Start Date: <u>June 1, 2026</u>	Anticipated Date of Completion: <u>June 30, 2026</u>
Application completed by (print and sign name) <u>Brenda Bible</u>	Title <u>Treasurer</u>
Date <u>2/14/26</u>	

Please return this application by February 18, 2026 to:

City of Longview
Parks and Recreation Department
2920 Douglas St.
Longview, WA 98632

The Longview Pickleball Club (referred to as the “Club”) has a history of partnering with The City of Longview (referred to as “the City”) by providing new and improved pickleball courts for the growing Longview community, which is projected to continue to grow 3% annually. The Club plans to partner once again with the City on a Capital Improvement Project to upgrade the Tennis and Pickleball Courts at Vandercook Park.

Vandercook Park was established around 1998. While still functional today, the courts need an upgrade, including repairs and resurfacing. The City has projected this upgrade for 2028, yet the Club is ready to act now, with immediate revenue, to resurface and upgrade the courts. The Club has received 2 proposed bids for court resurfacing, which have been included in this proposal. At this time, the only need that would affect our readiness is obtaining the necessary permits through the City and signing a contract with the selected company. The Club desires to contract with Pacific Ace LLC, which the Club hired to complete the John Null courts, and has been extremely satisfied with their work. Although this is desired, we are open to planning with the City to ensure that this project complies with historic preservation, comprehensive planning, and other city policy initiatives. Currently, the Club feels that the projected bid meets these explicit requirements. This resurfacing will not change the park in any significant way that would be contrary to these requirements.

The Club holds an annual pickleball tournament to raise funds for court improvements and capital projects for the Longview area. This annual 4-day tournament generates revenue for the City in several ways: by using local food and coffee vendors, by attracting visitors to the surrounding businesses, and, most importantly, by tournament entry fees that are reinvested in the city, including for this proposed project. The Club has currently budgeted with board approval, \$30,000 for this improvement project, if selected by the City.

Although Longview already has Pickleball courts at John Null Park, it is less accessible than the more centrally located Vandercook Park, which meets the needs of our community members who are more centrally located, our economic community of the downtown area, and the diverse community around the area that may have more difficulty accessing the John Null Park. Vandercook is classified as a neighborhood park, accessible by many roadways in Longview, within walking distance of Lake Sacajawea and the surrounding residential area with diverse households.

The Vandercook courts are open to the public year-round for tennis play, in addition we offer portable pickleball nets available to Club members through a lockbox system. There are currently no permanent pickleball nets at Vandercook. The Club recently purchased 2 new portable nets to be used at Vandercook for Club pickleball play and they will be established in Spring 2026. At this time, the nets are not accessible to all community

members due to the risk of asset loss valued at \$2600.00. Again, they are accessible by being a Club members.

The Longview Pickleball Club is open to anyone to join on an annual basis. By joining the Club provides access to lockboxes at both John Null and Vandercook Park. Within these boxes there are paddles, balls, a first aid kit, an AED, appropriate court cleaning tools, lost and found items, and portable nets at Vandercook only. The Club dues are \$20.00 annually per person and \$18.00 for ages 17 and under. This small fee has not been increased since the club was established to keep it affordable. This income allows the Club to maintain the contents of the lockbox for members and minor court maintenance when needed. This fee and the lock boxes are in no way intended to limit community members' access to the court; they are a means to secure court supplies and safeguard the equipment from theft or damage. Pickleball is for all ages; we encourage our young community members to play on the courts. The club is currently looking into holding a free or low-cost kids pickleball clinic to encourage our young community members by teaching the rules and mechanics of the game. We encourage our young community members to join the club.

The club has a strong community presence and high usage of the pickleball courts. We anticipate continued growth in our club and tournament revenue; with this, we will continue to invest in maintaining or helping maintain the courts as needed. To date we club has maintained the John Null Courts

We look forward to our future partnership

Longview Pickleball Club Board & Members

Centre Court Sport Surfaces LLC

609 NE 146th St.

Vancouver, WA. 98685

360.784.0212

360.838.3175

centrecourtsportsurfaces@gmail.com

BID TO

Eric Wilson - Vandercook Park Courts

360.600.0616

1416 21st Ave, Longview, WA 98632

eric@wilsondentalarts.com

[Redacted] 12/23/2025

[Redacted] BID # 12232025-400

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Item 1 Prep and prepare surface 120x120	1		
Item 2 Clean and blow out all cracks	1		
Item 3 Fill and clean all cracks, bird baths and sand surface	1		
Item 4 Tape off court and apply adhesion promotor	1		
Item 5 Apply two coats acrylic resurfacer	1		
Item 6 Scrape, clean court and blow off court	1		
Item 7 Apply two coats of acrylic colorplus	1		
Item 8 Line out all courts	1		
Item 9 Prime lines. Paint lines and clean up	1		
Item 10 Mobilization and Trash	1		
Item 11 Labor and materials	1		
Item 12			

Thank you for your business!

SUBTOTAL	49,920.50
TAX RATE	8.200%
TAX	4,093.48
TOTAL	\$ 54,013.98

The estimate is based on information provided from the customer regarding project requirements.
 Actual cost may change once all project elements are finalized.
 Prior to any changes of cost, the customer will be notified. Bid valid for 30 days. 50% Down Payment shows acceptance of this bid and is required to have your time slot inputted into the Centre Court Sport Surfaces LLC Schedule
 Customer acceptance signature: _____ Date: _____



City of Longview

Agenda Summary

SECOND DISCUSSION REGARDING DOWNTOWN UNIFORM PARKING PROPOSAL, INCLUDING PATH FORWARD FOR IMPLEMENTATION

RECOMMENDED ACTION:

SEEKING APPROVAL TO IMPLEMENT THE DOWNTOWN UNIFORM PARKING PROPOSAL

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address Quality of Place Issues
Preserve and Enhance Neighborhoods
Continue Effective Financial Management

SUMMARY STATEMENT:

Staff is presenting a path forward for updates to downtown parking regulations to create a more consistent and user-friendly system. The plan establishes uniform time limits for on-street parking - primarily three-hour zones with designated ten-hour areas for employees - along with a 72-hour limit in City-owned lots and an option for resident-only permit program for the City lots. Enforcement would follow a complaint-driven model managed by the Longview Police Department, and signage will be updated to reflect the new rules.

Implementation would include updates to LMC, signage updates, establishing an online resident parking permit system, and initiating a public outreach campaign that includes mailings, business notifications, and online postings. The approach is built on several of the guiding principles identified in the RWC Parking Study seeks to establish a consistent approach to downtown parking that works within the city's current budget and staff capabilities.

The downtown parking proposal was previously workshopped at the January 22, 2026 council meeting, with council suggesting changes to distribution of parking time limits and direction to return to the Downtown Advisory Committee (DAC) for further discussion. The DAC reviewed the suggested changes, and is returning an updated recommendation to council for further discussion and action.

FINANCIAL SUMMARY:

The proposal will not generate significant revenue for the City's general fund. Approximate cost to implement the program is estimated at \$10-\$20,000 which would include updated signage and staff time to implement the proposed changes.

STAFF CONTACT:

Nick Little, Community Development Director

Attachments:

1. Revised Downtown Parking Proposal (March)
2. Parking Map-DAC Recommendation to Council



Memorandum

TO: Longview City Council

FROM: Nick Little, CED Director

MEETING DATE: March 4, 2026

SUBJECT: Downtown Uniform Parking Proposal

The purpose of this proposal is to provide the City Council with an overview of proposed changes to downtown parking regulations and to seek direction on moving forward with implementation. These recommendations are based on many of the guiding principles outlined in the recent RWC Downtown Parking Study. The proposal includes those short term items that are achievable within the city's current budget and staff framework.

Currently, downtown parking regulations vary by block, creating confusion for customers and residents. The proposed changes would establish uniform time limits for on-street parking and clarify enforcement procedures. Specifically, most downtown streets would be designated for three-hour parking between 8:00 a.m. and 6:00 p.m., while certain blocks outside of the central retail core would allow ten-hour parking to accommodate employees and long-term visitors. No loading zones are proposed at this time to preserve on-street parking inventory and work within current enforcement capabilities; deliveries should continue to be directed to alleys.

For off-street parking, the proposal includes a 72-hour limit in City-owned lots and the introduction of a resident-only permit system for those lots. Permits would be issued through the City's online portal, PermitTrax, and would require proof of residency. The annual cost for resident permit is expected to be modest, approximately \$50 or less per year.

Enforcement of the parking program would follow a complaint-driven model managed by the Longview Police Department, allowing for rapid response to typical parking complaints through dispatch or the existing "Ask Longview" reporting system. This approach is similar to that used by LPD since the implementation of the parking enforcement moratorium.

Updates to the LMC and physical signage updates will be necessary to reflect the new time limits. Staff will review their current sign inventory and work with the Downtown Advisory Committee to catalog existing signs and replace or update them as needed. The signage changes would occur after the adoption of amendments to the Longview Municipal Code (LMC) and take approximately 30-60 days to complete. Staff recommends a 30- to 90-day enactment period following Council approval of LMC updates to allow for public notice and physical signage changes, followed by an additional 30-day grace period in enforcement to allow for community adjustment.

Public notification efforts will include direct mailings to property owners in the affected area, flyers delivered to businesses in the affected areas, and postings on the City's website and social media channels. Press releases and outreach through DAC and the Downtowners will be part of the notification efforts; in particular emphasizing that employees should park in off-street lots rather than limited on-street spaces.

This proposal aligns with several guiding principles from the RWC Study/PAC, including prioritizing customer access to on-street parking, managing capacity through uniform time limits, and improving branding and communication through consistent signage and outreach. While some principles, such as shared parking agreements and enhanced lighting, are not addressed due to cost and staffing limitations, these remain long-term goals.

After discussion and direction from council in January of 2026, staff returned to the Downtown Advisory Committee (DAC) to review council suggestions, revise if needed, and return a recommendation to Council. The following proposal incorporates the direction from DAC and their recommendation for council approval.

Staff also recommends that the Council approve the proposed path forward, and direct staff to begin implementing signage updates, and implementation of the enforcement and permit system. These seek to improve accessibility, support downtown businesses, and create a more consistent parking experience for residents and visitors.

2026 Downtown Parking Proposal

Overall Goals

1. Establish a clear, simple, and consistent approach to parking in the downtown area
2. Prioritize customer access to the on-street parking spaces and foster a positive, inviting atmosphere to visiting downtown businesses
3. Provide for resident parking in off-street parking lots
4. Utilize existing City infrastructure, digital platforms, and established methods of communication and enforcement to minimize additional cost and staff while working within current budget constraints
5. Take action on those items from the RWC that are within the city's budget and staff limitations

On-Street Parking

1. The following streets would be 3-hour parking:
 - a. 14th Ave, 1400 block to 1100 block (Maple to Florida)
 - b. Commerce Ave, 1600 block to 1100 Block (Washington Way to Florida)
 - c. Maple St, 1300 block to 1200 block (15th to 12th)
 - d. Broadway, 1300 block to 1200 block (15th to 12th)
 - e. Hudson St, 1300 block to 1200 block (15th to 12th)
 - f. Hemlock St, 1300 block to 1200 block (15th to 12th)
2. The following streets would be 10-hour parking
 - a. 14th Ave, 1000 block (Florida to Fir)
 - b. Commerce Ave, 1000 block (Florida to Fir)
 - c. 12th Ave, 1700 block to 1000 block (Washington Way to Fir)
 - d. Maple St, 1400 and 1100 block (12th to 11th)
 - e. Broadway, 1400 and 1100 block (12th to 11th)
 - f. Hudson, 1400 and 1100 block (12th to 11th)
 - g. Hemlock, 1400 and 1100 block (12th to 11th)
 - h. Florida, 1400 block to 1100 block (15th to 11th)
 - i. Vandercook, 1300 block to 1100 block (Maple to 11th)

- j.
- 3. “No Loading” zones are not proposed; deliveries and other loading/unloading activities to continue to be directed to alleys
- 4. Parking time periods would be enforced from 8am-6pm.

Off-Street Parking and Resident Permitting

- 1. 72-hour limit in City-owned lots
- 2. Parking permits issued for residents only
 - a. Permits obtained through online portal (PermitTrax)
 - b. Valid for 1 year
 - c. Applicant to provide proof of residency
 - d. Cost TBD, but expected to be modest (~\$50/year, guesstimated)
- 3. Resident permitting program is optional, but recommended to avoid conflicts with 72-hour rule

Enforcement

- 1. Complaint-driven enforcement model (LPD)
- 2. Typical parking complaints would be made to dispatch; allows for a more rapid response by CSOs
- 3. 72-hour violations in city lots could use dispatch or the existing “Ask Longview” reporting system

Signage/Streetscape Updates

- 1. Update street signage for 3-hour or 10-hour parking as appropriate
 - a. Continue work with DAC to catalogue signs in downtown and remove, replace, or update as necessary
 - b. Sign replacement to begin after DAC sign identification efforts completed and shortly after LMC updates
 - c. Approximately 30-60 days for signage/stripping updates

LMC Updates

1. Draft language developed and reviewed by council to amend parking times and enforcement model as necessary
2. Efforts will also be made to simplify LMC and adopt by reference parking times for downtown (similar to approach for CED and PW Master Fee Schedules)
3. Recommend a 30-90 day enactment period after Council approval to allow for public notice of changes and physical signage changes.
4. Recommend an additional 30-day “grace period” after sign changes completed to allow for customer uptake of new parking rules

Public Notification of Changes

1. Solidify lead times for sign changes and LMC changes
2. Begin public notice of changes immediately after adoption of amended LMC
 - a. Direct mailing to landowners in affected area (postcards)
 - b. Flyers delivered to businesses along Commerce (Maple to Florida)
 - c. Posting to CoL main, LPD, PW, and CED websites.
 - d. Longview Lowdown and press releases
3. Work through DAC and Downtowners to encourage employee parking off-street lots rather than in limited on-street parking

Estimated Costs

1. Expected cost generators:
 - a. New signage and installation; estimated at \$50 cost per sign
 - b. Mailings/notification costs
 - c. Revenue generated by parking permit program expected to be minimal
2. Total estimated cost: \$10-\$15,000
 - a. Includes sign and streetscape updates, including staff time
3. Items not fully captured in cost estimate:
 - a. Staff time spent developing current proposal, LMC updates, or creation of future public notice/outreach efforts
 - b. Staff time developing permit system updates for online resident permit issuance

Relationship to RWC Study/PAC Guiding Principles

Principles Addressed Under Current Proposal:

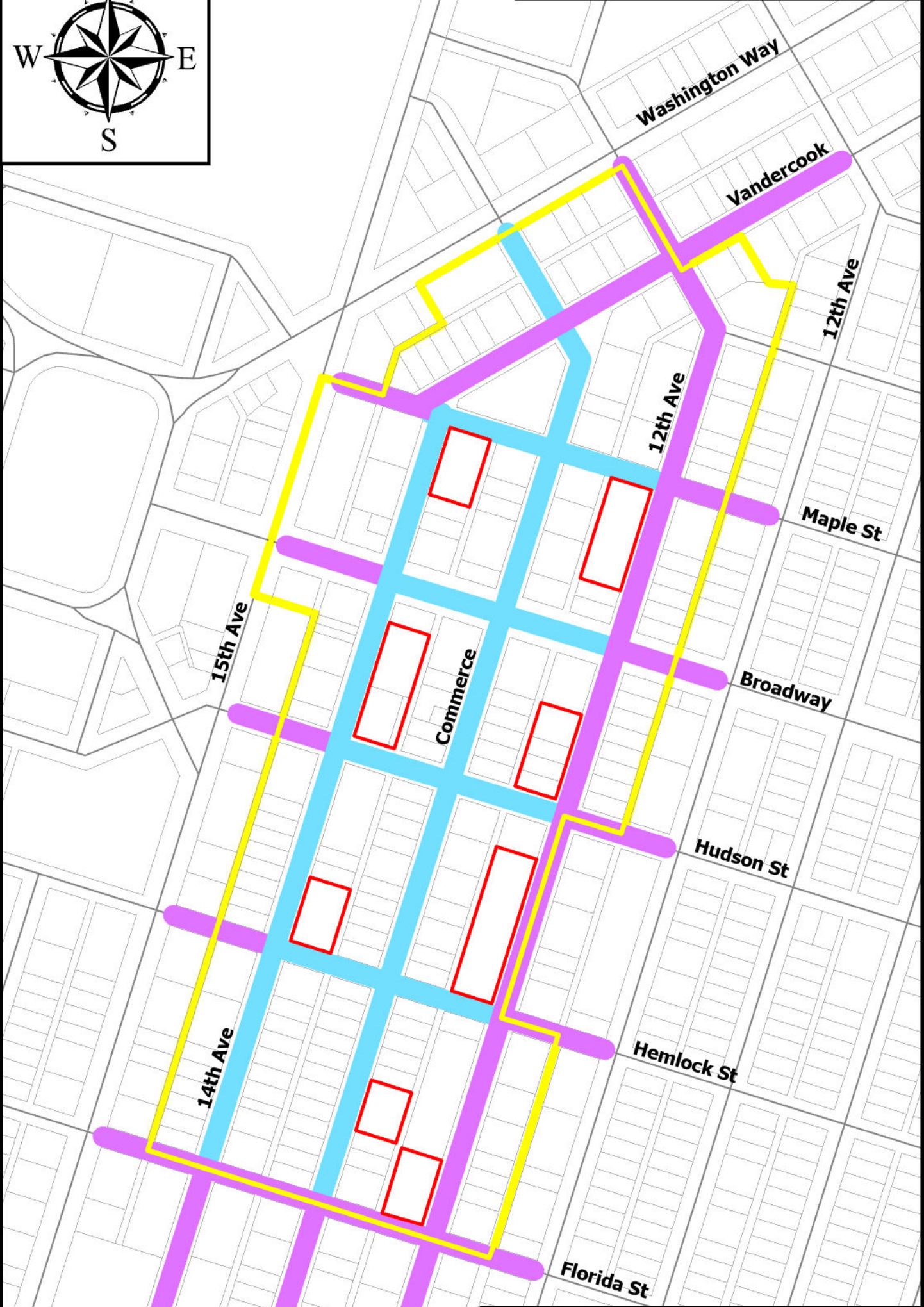
- Prioritize Users
 - Prioritize on-street parking for customers
 - Prioritize off-street parking for downtown residents and employees
- Capacity Management
 - 85% rule for coordinating parking supply
 - Unique customer needs (mix of 2 and 3 hour on-street)
 - Just went 3 hours across the board for consistency
- Communication
 - Update all signage in downtown, make consistent
 - Communicate changes in downtown parking to residents, business owners, and visitors
- Accessibility
 - Complete count of available ADA spaces and verify spaces meet current ADA standards
 - Update spaces to ADA standards as necessary
- Establish Roles and Coordination efforts
 - Public notification of changes
 - Communication/coordination with business owners regarding employee parking

Principles Not Specifically Addressed

- Prioritize residential parking for surrounding residential areas (spillover)
 - No spillover currently, none likely in foreseeable future
- Loading Zones/"Quick Stops"
 - No loading zones proposed to preserve on-street capacity
 - Encourage the use of alleys for deliveries where possible
- Shared parking (public/private)

- Cost and staff limitations to develop individual public/private agreements with owners of off-street parking lots
- Monitor and Report
 - Cost and staff limitations do not allow for continually monitoring parking availability to the extent suggested in the study
 - Monitoring and tracking of enforcement requests and resolutions will be tracked and parking permit statistics will be available after system is implemented
- Safety/Lighting
 - Cost limitations for the installation of lighting and repaving sidewalks and parking areas pushes this into a long-term “wish list”

DAC Recommendation



	3-Hour Parking
	10-Hour Parking
	D-C Zoning District
	City Parking Lot (72hr)



City of Longview

Agenda Summary

RESOLUTION NO. 2607 - MINT VALLEY GOLF COURSE RATES

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2607

DATE: March 12, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

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

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Resolution No. 2607 proposes to establish the fees and charges for the use of Mint Valley Golf Course for the 2026/2027 season, effective April 1, 2026, through March 31, 2027. This resolution repeals Resolution No. 2549, which established rates for the 2025/2026 season.

For the upcoming season, staff is recommending modest inflationary adjustments to golf course fees. These include a \$50 increase to season passes and a \$1–\$2 increase to standard green fees. The proposed adjustments help offset rising operational costs while maintaining Mint Valley Golf Course’s competitive position within the regional golf market.

Even with these modest increases, Mint Valley Golf Course will remain competitively priced compared to nearby facilities that have implemented larger rate adjustments. The proposed fee structure is intended to balance affordability for golfers with the financial sustainability of the facility. All rates include applicable sales tax.

Background:

- The City Council sets golf course rates annually by resolution.
- Resolution No. 2549, adopted on March 13, 2025, established fees for the 2025/2026 season.
- The proposed resolution establishes rates for the 2026/2027 season beginning April 1, 2026.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2607.

STAFF CONTACT:

Justin Brown, Parks and Recreation Director

Attachments:

1. 2026 Rate Resolution No. 2607
2. 2026 Rate Sheet Comparison

RESOLUTION NO. 2607

A RESOLUTION ESTABLISHING FEES TO BE CHARGED FOR USE OF THE MINT VALLEY GOLF COURSE, AND REPEALING RESOLUTION NO. 2549.

WHEREAS, the City Council for the City of Longview sets the rates to be charged for use of the City-owned and operated Mint Valley Golf Course each year by Resolution; and

WHEREAS, the rates for the 2025/2026 season, terminating on March 31, 2026, were set by Resolution No. 2549, adopted on March 13, 2025; and

WHEREAS, the City Council desires to establish rates for the 2026/2027 season, to offset the costs of operating the facility, while still ensuring affordability for the City's residents;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Longview that the following fees and charges and other conditions are hereby established for use of the Mint Valley Golf Course for the period of April 1, 2026, to March 31, 2027. In all cases the appropriate amount of sales tax is included and collected within the total amounts and fees identified:

Section 1. Annual Golf Pass

Pass Type	Fees	Sales Tax	Total
7 Day Annual Pass	\$1,749	\$143.42	\$1,892.42
5 Day Annual Pass	\$1,549	\$127.02	\$1,676.02
Annual Pass Couple	\$2,549	\$209.02	\$2,758.02
Junior Pass	\$199	\$16.32	\$215.32

Conditions covering annual golf passes:

- a) The effective dates for annual golf passes shall be from April 1 of the year for which said annual golf pass is purchased, through March 31 of the following year.
- b) 7 Day Annual Passes are good Monday - Sunday, 5 Day Annual Passes are good Monday - Friday. Those with a 5 Day Pass would be required to pay greens fees if playing on the weekends and in weekend tournaments.

- c) Junior annual golf passes are available to persons who are less than 18 years of age on April 1 of the year in which such pass becomes effective, and shall be valid for a full year even though the holder of such pass attains age 18 during the term thereof.
- d) Purchase of an annual pass does not entitle the purchaser to any membership in the Mint Valley Golf Course, nor do any additional privileges accrue to the purchaser thereof. Persons purchasing an annual golf course pass will be required to make advanced starting time reservations as specified by the Golf Operations Manager. The annual golf pass fee shall also cover the green fee for locally sponsored tournaments (including MVGC Men’s Club and Women’s Club tournaments) open to the public.
- e) Annual passes are not transferable and are payable in advance. The purchase price for annual passes is not refundable, except under extreme circumstances. Refund requests are required to be submitted in writing and include supporting documentation and with Park and Recreation Director and City Manager concurrence and are subject to pro ration. Any abuse, obvious deception, or false information in obtaining or using an annual pass shall render the pass immediately invalid without refund. All applications for annual passes shall be on forms as provided by the Golf Operations Manager.

Section 2. Rates for Use of Mint Valley Golf Course

Adults Monday through Friday Walking Rate:

Holes	Time	Fee	Sales Tax	Total
9 Holes	Open – 1pm	\$25.88	\$2.12	\$28.00
9 Holes	1pm – 4pm	\$22.18	\$1.82	\$24.00
9 Holes	4pm – Close	\$20.33	\$1.67	\$22.00
18 Holes	Open – 1pm	\$38.82	\$3.18	\$42.00
18 Holes	1pm – 4pm	\$34.20	\$2.80	\$37.00
18 Holes	4pm – Close	\$28.65	\$2.35	\$31.00

Juniors Monday through Friday Walking Rate:

Holes	Time	Fee	Sales Tax	Total
9 Holes	Any Time	\$9.26	\$0.74	\$10.00
18 Holes	Any Time	\$13.88	\$1.12	\$15.00

Adults Saturday and Sunday Walking Rate:

Holes	Time	Fee	Sales Tax	Total
9 Holes	Open – 1pm	\$35.12	\$2.88	\$38.00
9 Holes	1pm – 4pm	\$29.57	\$2.43	\$32.00
9 Holes	4pm – Close	\$24.95	\$2.05	\$27.00
18 Holes	Open – 1pm	\$46.21	\$3.79	\$50.00
18 Holes	1pm – 4pm	\$39.74	\$3.26	\$43.00
18 Holes	4pm – Close	\$34.20	\$2.80	\$37.00

Juniors Saturday and Sunday Walking Rate:

Holes	Time	Fee	Sales Tax	Total
9 Holes	Any Time	\$9.26	\$0.74	\$10.00
18 Holes	Any Time	\$13.88	\$1.12	\$15.00

Section 3. Rates for Par 3 Golf Course

Type	Time	Fee	Sales Tax	Total
Adult & Over 14	Any Time	\$7.39	\$0.62	\$8.00
Youth (13 & under)	Any Time			Free

Section 4. Privately Owned Power Golf Carts, Storage Rental and Trail Fees

The annual trail fee for use of a privately owned power golf cart is \$205.00. The fee for use of a privately owned power golf cart on a daily basis is \$7.50 for each 9 holes of play.

The annual fee for privately owned cart storage including the trail fee is \$600.00 (\$555.04 fee and \$44.96 in tax).

Section 5. Adjustment of Daily Rates and Issuance of Winter Passes

By establishing these daily fee rates, it in no way excludes the opportunity to make adjustments for promotions, coupons or other discount programs designed to increase play, fill less popular tee times, and bring in outside tournaments. Also, in order to enhance play at Mint Valley Golf Course during the early spring and winter months, the Director of Parks and Recreation, upon recommendation of the Golf Operations Manager, shall have the authority to reduce all rates between November 1st and May 31st of the following year, and to issue multi-round passes or discount cards enabling daily play during said time periods at a reduced rate.

Section 6. School and College Team Rates

Golf sports teams representing and directed by public schools and colleges in the City of Longview shall be entitled use of the Mint Valley Golf Course for a fee including tax of,

- Teams of 1 – 5 Players: \$500
- Teams of 6 – 10 Players: \$1,000
- Teams over 10 Players: \$1,500

per school academic quarter, provided, that the golf professional and the Director of Parks and Recreation shall have the right to limit and control play by such teams and team members to grant priority to players holding passes or paying daily fees. The Director of Parks and Recreation, upon recommendation of the Golf Operations Manager, shall have the authority to establish high school golf team rates for schools outside the City of Longview providing they do not conflict with the Longview school use.

Section 7. Effective Date of Rates and Repealer.

The rates and terms set forth herein shall take effect on April 1, 2026. Resolution No. 2549, shall remain in effect until the rates and terms set forth herein take effect, at which time repealed in its entirety.

Section 8. Effective Date of Resolution.

This Resolution shall become effective immediately upon adoption.

Passed by the City Council of the City of Longview, Washington, and approved by its

Mayor this 12th day of March, 2026.

Mayor

City Attorney

Attest:

City Clerk



2026 RATE COMPARISON

Passes	2022	2023	2024	2025		2026	% Change
5 Day			\$1,499	\$1,499		\$1,549	3.34%
7 Day	\$1,399	\$1,449	\$1,549	\$1,699		\$1,749	2.94%
Adult Couple 7 Day	\$2,099	\$2,199	\$2,299	\$2,499		\$2,549	2.00%
Junior 7 Day	\$195	\$199	\$199	\$199		\$199	0.00%

TAX NOT INCLUDED

9 HOLES - WALKING RATE							
MONDAY - FRIDAY	2022	2023	2024	2025	Winter	2026	% Change
Open - 1PM	\$18	\$20	\$22	\$26	\$25	\$28	7.82%
1PM - 4PM	\$16	\$18	\$20	\$23	\$21	\$24	4.35%
4PM - Close	\$14	\$15	\$16	\$21	\$21	\$22	4.76%

tax incl

9 HOLES - WALKING RATE							
SATURDAY - SUNDAY	2022	2023	2024	2025	Winter	2026	% Change
Open - 1PM	\$28	\$30	\$33	\$36	\$25	\$38	5.56%
1PM - 4PM	\$25	\$26	\$28	\$31	\$21	\$32	3.23%
4PM - Close	\$20	\$22	\$24	\$26	\$21	\$27	3.85%

tax incl

18 HOLES - WALKING RATE							
MONDAY - FRIDAY	2022	2023	2024	2025	Winter	2026	% Change
Open - 1PM	\$28	\$30	\$33	\$40	\$38	\$42	4.92%
1PM - 4PM	\$24	\$26	\$28	\$35	\$31	\$37	6.87%
4PM - Close	\$20	\$22	\$24	\$30	\$31	\$31	3.33%

tax incl

18 HOLES - WALKING RATE							
SATURDAY - SUNDAY	2022	2023	2024	2025	Winter	2026	% Change
Open - 1PM	\$38	\$40	\$44	\$48	\$38	\$50	4.17%
1PM - 4PM	\$32	\$35	\$38	\$41	\$31	\$43	4.88%
4PM - Close	\$28	\$30	\$33	\$36	\$31	\$37	2.78%



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 FEBRUARY 2026 ACCOUNTS PAYABLE: \$2,821,345.20

SECOND HALF FEBRUARY 2026 PAYROLL:

\$471,579.37, checks
\$1,057,564.68, direct deposits
\$949,443.61, wire transfers
\$2,478,587.66 Total

STAFF CONTACT:

Lindy Kennedy, Accountant
Sara Rios, Payroll Specialist

Attachments: None



City of Longview

Agenda Summary

RESOLUTION NO. 2609 - AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DARKHORSE EMERGENCY LP FOR DATA ANALYTICS AND PREDICTIVE MODELING SERVICES FOR THE LONGVIEW FIRE DEPARTMENT.

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2609

DATE: March 12, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety & emergency response
Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The Longview Fire Department has been working to improve the use of data analytics to better understand emergency response demand, station location effectiveness, and deployment strategies. Darkhorse Emergency LP provides a specialized predictive modeling platform designed for fire and emergency service agencies. The platform uses historical incident data, response performance metrics, and community development projections to assist departments in evaluating response performance and optimizing resource deployment.

Through this agreement, Darkhorse will assist the department with implementation services that include data validation, historical incident analysis, response performance diagnostics, and predictive modeling to evaluate station locations and deployment scenarios. The analysis will help identify root causes of response time performance gaps and evaluate potential improvements to system deployment.

The system also includes subscription access to web-based analytical tools that provide ongoing monitoring of key performance indicators, incident demand forecasting, and scenario modeling for station configuration and resource deployment.

The implementation phase is anticipated to take approximately 10 to 12 weeks once required data has been provided.

The agreement includes a one-time implementation cost of \$50,000 and an annual subscription cost of \$30,000 for the analytics platform and associated modules. The agreement term is five years, with annual subscription costs subject to CPI adjustments.

Funding for the initial implementation and subscription services will be paid from the Fire Department budget.

Benefits to the Community:

The analytics platform will provide the department with advanced tools to evaluate emergency response performance, forecast future demand, and support strategic planning decisions related to station locations, staffing, and resource deployment. These insights will assist the City in maintaining efficient and effective emergency response services as the community continues to grow.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2609 authorizing the City Manager to execute the Professional Services Agreement with DArkhorse Emergency LP for data analytics and predictive modeling services for the Longview Fire Department.

STAFF CONTACT:

Fire Chief Brad Hannig

Attachments:

1. RESOLUTION NO
2. Longview - Darkhorse Emergency Agreement (2)

RESOLUTION NO. 2609

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DARKHORSE EMERGENCY LP FOR DATA ANALYTICS AND PREDICTIVE MODELING SERVICES FOR THE LONGVIEW FIRE DEPARTMENT.

WHEREAS, the City of Longview is committed to providing efficient and effective fire and emergency medical services to the community; and

WHEREAS, the Longview Fire Department seeks to improve its use of data analytics to better understand emergency response demand, station location effectiveness, and deployment strategies; and

WHEREAS, Darkhorse Emergency LP provides a specialized predictive modeling and data analytics platform designed for fire and emergency service agencies, utilizing historical incident data, response performance metrics, and community development projections; and

WHEREAS, the proposed Professional Services Agreement includes implementation services consisting of data validation, historical incident analysis, response performance diagnostics, and predictive modeling to evaluate station locations and deployment scenarios; and

WHEREAS, the agreement further includes subscription access to web-based analytical tools that provide ongoing monitoring of key performance indicators, incident demand forecasting, and scenario modeling; and

WHEREAS, the implementation phase is anticipated to take approximately ten (10) to twelve (12) weeks following receipt of required data; and

WHEREAS, the agreement includes a one-time implementation cost of \$50,000 and an annual subscription cost of \$30,000, with a five-year term and annual subscription costs subject to Consumer Price Index adjustments; and

WHEREAS, funding for the implementation and subscription services will be paid from the Fire Department budget; and

WHEREAS, the City Council finds that entering into this agreement will support strategic planning, improve emergency response performance evaluation, and assist the City in maintaining effective services as the community continues to grow.

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

Section 1. The City Manager is hereby authorized to execute a Professional Services Agreement with Darkhorse Emergency LP for data analytics and predictive modeling services for the Longview Fire Department, consistent with the terms outlined herein.

Section 2. This Resolution shall take effect immediately upon its passage.

PASSED by the City Council of the City of Longview, Washington, at a regular meeting thereof held on the 12th day of March, 2026.

MAYOR

ATTEST:

City Clerk

CONSULTING SERVICES AGREEMENT

DATA ANALYTICS AND PREDICTIVE MODELING TOOL

THIS SOFTWARE AS A SERVICE AGREEMENT (“Agreement”) is entered into effective as of the date of the last signature below (the **"Effective Date"**)

BETWEEN:

Darkhorse Emergency LP, a limited partnership formed under the laws of Nevada, with a Canadian mailing address address at 10139 81 Avenue, Edmonton, AB, T6E 1W9, Canada (**“Darkhorse”**)

and

Longview Fire Department, with an address of 740 Commerce Ave, Longview, WA 98632, United States (**“the Customer”**)

WHEREAS:

- A. Darkhorse provides Consulting and Implementation Services, Subscription Services, and Advisory Services related to a predictive modeling solution for emergency services providers, as defined herein;
- B. The Customer is an emergency service provider that wishes to acquire Implementation Services, Subscription Services, and Advisory Services in accordance with this Agreement; and
- C. Darkhorse and the Customer are forming this Agreement to establish the terms and conditions upon which the Darkhorse will provide the Implementation Services, Subscription Services, and Advisory Services to the Customer.
- D. The Customer is based in the United States. All currency amounts within this contract will be in USD.

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1.0 DEFINITIONS

1.1 **Definitions.** The following terms as used in this Agreement, including the recitals, shall have the meanings indicated below, unless otherwise indicated or the context otherwise requires:

- (a) **“Business Day”** means a day Monday through Friday that the chartered banks are open for business in the Province of Alberta.
- (b) **“Business Hours”** 9 a.m. to 5p.m. MST during Business Days.
- (c) **“Confidential Information”** means any information about a party, including but not limited to information about its business, products, services, suppliers, customers, or pricing that is provided or otherwise obtained pursuant to this Agreement, except that Confidential Information does not include information that: (i) was in the prior possession of the receiving party; (ii) was received by the receiving party from a third party without obligations of confidentiality; (iii) is in the public domain; or (iv) is developed independently by a party without use of or reference to the information of the other party.

- (d) **“Customer Data”** means information provided by Customer to assist in the development of Deliverables or input in accessing and using the Subscription Services, including but not limited to information requested by Darkhorse related to call data, spatial data, operational data and municipal development plans.
- (e) **“Customer Environment”** means electricity, internet connectivity, compatible mobile communications devices, and compatible computer hardware, software, and operating systems, as further described in Schedule “B”.
- (f) **“Darkhorse Reports”** means any reports or other output generated from the Customer accessing and using the Subscription Services.
- (g) **“Deliverable”** means a deliverable to be provided as set out in a SOW.
- (h) **“Derivative Work”** means a work that is based upon one or more pre-existing works, such as a revision, modification, translation (including compilation or recapitulation by computer), abridgement, condensation, expansion, or any other form in which such a pre-existing work may be recast, transformed, or adapted, and that, if prepared without authorization by the owner of the pre-existing work, would constitute a copyright infringement.
- (i) **“Documentation”** means all documentation with respect to the Subscription Services found at <https://darkhorseemergency.com/>
- (j) **“Event of Force Majeure”** has the meaning set out in Section 12.3.
- (k) **“Implementation Services”** means the services to be provided by Darkhorse related to the customization and implementation of Darkhorse’s Software and Subscription Services, including the provision of any Deliverables under a SOW. Implementation Services shall not include any data conversion or migration unless expressly provided in a SOW.
- (l) **“Initial Term”** has the meaning set out in Section 7.
- (m) **“Intellectual Property Rights”** means: (i) rights associated with works of authorship throughout the world, including but not limited to copyrights, neighbouring rights, moral rights, and mask works, and all Derivative Works thereof; (ii) trade design and industrial design rights; (iii) integrated circuit topography rights; (iv) trade-mark and trade name rights and similar rights; (v) trade secret rights and rights in confidential information; (vi) patents, designs, algorithms and other industrial property rights, (vii) all other intellectual and industrial property rights (of every kind and nature throughout the world and however designated) whether arising by operation of law, contract, license, or otherwise; and (viii) all registrations, initial applications, renewals, extensions, continuations, divisions or reissues thereof now or hereafter in force (including any rights in any of the foregoing).
- (n) **“Issue”** means any failure of the Subscription Services to substantially comply with the Documentation when operated in accordance with this Agreement and the Documentation, with the applicable tier and priority level for resolution of such Issue as set out in Schedule “C”.
- (o) **“Qualified Personnel”** mean Customer employees who have successfully completed Darkhorse’s training program for the Software and Subscription Services.
- (p) **“Renewal Term”** has the meaning set out in Section 7.
- (q) **“Service Level Agreement”** means Schedule “C”.
- (r) **“Services”** means Implementation Services and Subscription Services.

- (s) “**Software**” means the software application provided by Darkhorse to be installed on a computer or mobile communications device that will permit access to Subscription Services.
- (t) “**SOW**” means a statement of work agreed to in writing by the parties setting out the Implementation Services to be provided pursuant to this Agreement, and attached as Schedule “A” to this Agreement.
- (u) “**Subscription Services**” means the services listed in Schedule B and any Deliverables to be provided under a SOW, which may be accessed by Qualified Personnel on a computer or mobile communications device.
- (v) “**Term**” means the Initial Term, and any Renewal Terms, if applicable.

2.0 LICENSE

2.1 **License to Customer.** Darkhorse hereby grants to the Customer a personal, nontransferable, royalty-free, fully paid up license (without rights of sublicense) during the Term to install and use the Software solely on devices owned or controlled by the Customer or its Qualified Personnel, and solely for the purpose of accessing and using the Subscription Services. The license allows the Customer an unlimited number of users access to the platform. Darkhorse hereby grants to the Customer a personal, nontransferable, royalty-free, fully paid up license (without rights of sublicense) during the Term to reproduce and use any Darkhorse Reports.

2.2 **Licenses to Darkhorse.** Customer hereby grants to the Darkhorse a personal, nontransferable, royalty-free, fully paid up license (with rights to sublicense to its contractors and suppliers) during the Term to use, reproduce and create Derivative Works of Customer Data solely to provide Services and Darkhorse Reports to Customer in accordance with this Agreement. No derivative works will be shared outside of the Customer’s organization without written consent from the Customer.

2.3 **Restrictions.** Customer is not licensed or permitted under this Agreement to do any of the following and shall not allow any Qualified Personnel or others for whom Customer is responsible to do any of the following: (i) access or attempt to access any other Darkhorse systems, programs or data that are not made available for public use; (ii) rent, sell, lease, lend, redistribute or sublicense the Software or Darkhorse Reports or permit any third party to benefit from the use or functionality of the Software, Services or Darkhorse Reports via a rental, lease, timesharing, service bureau, or other arrangement without the express permission of Darkhorse Emergency Corp.; (iii) use the Software on any compatible device that Customer or Qualified Personnel do not own or control; (iv) copy, modify, or create Derivative Works of the Software, Services or Darkhorse Reports; (v) work around any technical limitations in the Software, Services or Darkhorse Reports, or use any tool to enable features or functionalities that are otherwise disabled in the Software, or decompile, disassemble, or otherwise reverse engineer the Software except as otherwise permitted by applicable law or by licenses with respect to open source software included with the Software; (vi) perform or attempt to perform any actions that would interfere with the proper working of the Software or Services, prevent access to or the use of the Software or Services by Darkhorse or other licensees or customers, or impose an unreasonable or disproportionately large load on Darkhorse’s infrastructure; or (vii) otherwise use the Software, services or Darkhorse Reports except as expressly allowed under this Agreement.

3.0 IMPLEMENTATION SERVICES

3.1 **Implementation Services.** Subject to Customer fulfilling its obligations under the Agreement and the applicable SOW or SOWs, Darkhorse shall use commercially reasonable efforts to provide the Implementation Services in accordance with the applicable SOW or SOWs.

3.2 **Acceptance.** Any provision of Deliverables shall be subject to any acceptance procedures and criteria that may be set out in the applicable SOW.

3.3 **Project Manager.** Each party shall appoint the representative indicated in the applicable SOW to act as a Project Manager, which may be changed from time to time by providing written notice, who shall act as a single point of contact and be responsible for giving all instructions and notices permitted or required under this Agreement with respect to Implementation Services.

3.4 **Training.** Darkhorse shall provide training in the use of the Software and Subscription Services as set out in Schedule “A”, or as otherwise agreed in writing by the parties.

4.0 SUBSCRIPTION SERVICES

4.1 **Subscription Services.** Subject to Customer’s compliance with Section 4.2, Darkhorse will use commercially reasonable efforts to provide Customer’s Qualified Personnel with access to the Subscription Services in accordance with the Service Level Agreement. Except for the Customer Environment, Darkhorse shall be responsible for providing sufficient infrastructure, equipment, technical support labour to provide the Subscription Services.

4.2 **Customer Obligations.** During the Term, Customer shall be responsible for maintaining the Customer Environment at Customer’s sole expense. To add clarity, this includes the access interface to the Darkhorse platform, all Customer databases and the data APIs that interface with the Darkhorse platform.

5.0 PAYMENTS

5.1 **Implementation Services.** Customer shall pay for Implementation and training in accordance with the Schedules “A”, “B” and “D”.

5.2 **Subscription Services.** Customer shall pay for Subscription Services in advance on an annual basis as set out in Schedule “D”.

5.3 **Invoices.** Invoices are paid Net 30 days from the date of invoice. All amounts contemplated in the Schedules and all payments made shall be in the currency outlined in Schedule G.

5.4 **Taxes.** Pricing for Services is exclusive of GST, PST or HST, or other similar use or sales taxes, which shall be payable by Customer as applicable.

5.5 **Interest.** Interest will be payable on any overdue amounts under this Agreement at the lesser of 12 percent (12%) per annum or the highest amount permitted by law.

6.0 REPRESENTATIONS AND WARRANTIES

6.1 **Capacity.** Each party represents and warrants to the other that it has the full power and authority to enter into this Agreement and to carry out its obligations under this Agreement.

6.2 **Residency.** Darkhorse represents and warrants that as of the Effective Date it is not a non-resident for the purposes of the Income Tax Act (Canada).

6.3 **Implementation Services.** Darkhorse represents and warrants that it will provide Implementation Services in accordance with general industry standards. Customer’s sole remedy and Darkhorse’s sole obligation for a breach of this representation and warranty is to use commercially reasonable efforts to re-perform such Implementation Services in accordance with the representation and warranty.

6.4 **Subscription Services.** Darkhorse warrants that the Subscription Services will substantially comply with the Documentation when operated or used in accordance with this Agreement and the Documentation. Where an issue arises with Subscription Services when operated or used in accordance with this Agreement, the Customer’s sole

remedy and Darkhorse's sole obligation is to provide support to resolve such Issue in accordance with the Service Level Agreement.

6.5 Customer Data. Customer represents and warrants that all Customer Data shall be complete, accurate and free of errors and omissions, and that Customer has all rights necessary to grant the licenses to the Customer Data set out in this Agreement.

6.6 Disclaimer. EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, THE SOFTWARE, SERVICES AND DARKHORSE REPORTS ARE PROVIDED "AS-IS", AND DARKHORSE DISCLAIMS ALL OTHER WARRANTIES AND REPRESENTATIONS, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT. DARKHORSE SHALL HAVE NO LIABILITY FOR ANY USE OF OR INABILITY TO USE THE SOFTWARE, SERVICES, OR DARKHORSE REPORTS FOR ANY ERROR, INACCURACY OR OMISSION IN THE SOFTWARE, SERVICES OR DARKHORSE REPORTS CAUSED BY ANY INCOMPLETENESS OR INACCURACY OF CUSTOMER DATA, OR ANY UNAVAILABILITY, INTERRUPTION OR DEGRADATION OF INTERNET SERVICE.

7.0 TERM AND TERMINATION

7.1 Term. This Agreement shall commence on the Effective Date and run for an initial term of five years ("**Initial Term**") and shall automatically renew for successive terms of five years (each a "**Renewal Term**"), unless either party provides at least thirty (30) days' notice prior to the end of the Initial term of Renewal Term, as applicable.

7.2 Termination. This Agreement may be terminated by a party upon written notice where it has previously provided written notice of a material breach or default of any of the provisions of this Agreement by the other party, and such breach or default remains uncured for a period of thirty (30) days after the receipt of written notice describing such breach, except that with respect to a breach of Section 6.3 and 6.4, parties shall have only the remedies set out therein.

7.3 Effect of Termination. Immediately after the effective date of expiration or termination of this Agreement, Customer shall discontinue all use of the Software and Services. Within ten (10) days of expiration or termination of this Agreement, each party shall return to the other party all Confidential Information of the other party (including in the case of Darkhorse, the return of the Customer Data), except that the obligation to return information shall not include that which must be retained for legal or archival purposes, or which is retained on a party's network. Customer shall pay all amounts due or accruing due as of the effective date of expiration or termination of this Agreement.

8.0 CONFIDENTIALITY

8.1 Confidential Information. Each party agrees to maintain the confidentiality of the Confidential Information of the other party and shall not disclose the Confidential Information of the other party without its prior written consent or as required by law. Each party agrees not to use the Confidential Information of the other party except to fulfill obligations or exercise rights under this Agreement, or to enforce this Agreement. A party shall be entitled to disclose the Confidential Information of the other party where required by applicable law, or the order of a court or government agency without authority to do so, except that where permitted by applicable law, the party obligated to disclose such Confidential Information shall provide prior written notice of such disclosure to the party whose Confidential Information is being disclosed.

9.0 OWNERSHIP

9.1 Software and Services. Except for the limited licenses granted in this Agreement, Darkhorse shall own all right, title and interest in and to the Software and the Services, including but not limited to all Intellectual Property

Rights therein or thereto. To the extent Customer acquires any right, title and interest in and to the Software and the Services, including but not limited to all Intellectual Property Rights therein or thereto, except as provided above, Customer hereby assigns and agrees to assign the same to Darkhorse.

9.2 Customer Data. Except for the limited licenses granted in this Agreement, Customer shall own all right, title and interest in and to the Customer Data, including but not limited to all Intellectual Property Rights therein or thereto. To the extent Darkhorse acquires any right, title and interest in and to the Customer Data, including but not limited to all Intellectual Property Rights therein or thereto, except as provided above, Darkhorse hereby assigns and agrees to assign the same to Customer.

9.3 Inventions and Improvements. Any and all inventions and improvements which the Customer may conceive, suggest or make while receiving access to the Software or the Services, shall be the sole and exclusive property of Darkhorse. Customer hereby assigns and agrees to assign to Darkhorse all right, title and interest in and to the inventions and improvements, including but not limited all Intellectual Property Rights therein or thereto.

9.4 Further Assurances. The Customer shall, whenever requested by Darkhorse, execute any and all applications, assignments and other instruments which Darkhorse shall deem necessary in order to apply for and obtain letters of patent or copyrights of Canada or foreign countries for the Software, Services, inventions or improvements, and in order to assign and convey to Darkhorse the sole and exclusive right, title and interest in and to the Software, Services, inventions or improvements, including but not limited to all Intellectual Property Rights therein or thereto.

10.0 INDEMNITY

10.1 Indemnification. Subject to Section 10.2, Darkhorse shall defend, indemnify and hold harmless Customer from any and all claims, actions, suits, damages and expenses alleging that the Software or Services, as provided by Darkhorse, infringe or misappropriate the Intellectual Property Rights of a third party.

10.2 Notice and Cooperation. Darkhorse's obligations of indemnity are subject to: (i) Customer promptly notifying Darkhorse in writing for any claim of for indemnification pursuant to Section 10.1 (provided that Customer's failure to provide such notice shall relieve Darkhorse of its indemnification obligations only to the extent that such failure prejudices the Darkhorse's ability to defend the claim); (ii) providing Darkhorse with sole control of the claim, its defense and all negotiations for its settlement or compromise; and (iii) providing information and assistance reasonably necessary to permit the Darkhorse to defend the claim.

10.3 Exceptions. Darkhorse shall not be liable under Section 10.1 to the extent any claims results from Customer Data, modifications to the Software or Services other than by or for Darkhorse or use of the Software or Services in a manner not authorized by the Agreement.

11.0 LIMITATIONS OF LIABILITY

11.1 EXCEPT FOR OBLIGATIONS UNDER SECTION 10, OR A BREACH OF SECTIONS 2, 6.5 OR 8-10 OR AMOUNTS PAYABLE UNDER THE AGREEMENT, NEITHER PARTY SHALL BE LIABLE FOR: (i) ANY FORM OF INCIDENTAL, INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES OF ANY KIND, LOST PROFITS OR OTHER ECONOMIC LOSSES, FROM ALL CAUSES OF ACTION OF ANY KIND, INCLUDING TORT (INCLUDING NEGLIGENCE), CONTRACT AND BREACH OF WARRANTY, EVEN IF THE OTHER PARTY HAS BEEN INFORMED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES; OR (ii) DAMAGES IN EXCESS OF AMOUNTS PAID OR PAYABLE BY CUSTOMER TO DARKHOUSE IN THE THREE (3) MONTHS IMMEDIATELY PRIOR TO THE DATE SUCH DAMAGES AROSE.

12.0 GENERAL

12.1 **Notices.** Notices and other communications sent by a party must be in writing and shall be deemed properly given if they are sent by email or prepaid courier to the other party at the respective physical address or email address set forth below:

Darkhorse Emergency Corp.
10139 81 Avenue
Edmonton, AB T6E 1W9
Canada

Attention: **Craig Hiltz, Vice President**
Email:
craig.hiltz@darkhorseemergency.com

Longview Fire Department
740 Commerce Ave, Longview, WA 98632

Attention: **Brad Hannig, Fire Chief**
Email: brad.hannig@ci.longview.wa.us

or at such other addresses or email addresses as the party may advise in writing. Such notices and other communications shall be deemed to be received at the opening of business in the office of the addressee on the Business Day following transmission in the case of emails and delivery in the case of prepaid courier.

12.2 **Utilization by Other Public Agencies Clause.** The use of this contract shall be made available to other local governmental agencies and agencies established for the public benefit (“Public Agencies”). The parties agree to allow other governmental agencies to enter into separate agreements with the Contractor under the terms in effect between the Customer and the Contractor. The parties also agree that any other agency utilizing the terms of this agreement shall not be deemed to be an agent or employee of the Customer for any purpose whatsoever. The parties further agree that any Public Agency will enter its own separate contract with the Contractor.

The Customer is not otherwise responsible for the Public Agencies’ performance of the Contract between the individual Public Agencies and the Contractor or for any obligation or liability accruing to the Public Agencies in the performance thereof. The Public Agencies and the Contractor further agree to waive any rights they may have in making the Customer a party to a dispute between a Public Agency and the Contractor.

12.3 **Pause Clause.** If the activity or decisions of the Customer result in significant delays to the timeline that cause Darkhorse to move their team onto another project, Darkhorse will pause the project and restart it based on Darkhorse’s schedule and availability. Timelines will be adjusted accordingly.

12.4 **Independent Contractors.** The parties acknowledge that they are independent contractors and no other relationship, including partnership, joint venture, employment, franchise, master/servant or principal/agent is intended by this Agreement. Neither party shall have the right to bind or obligate the other.

12.5 **Force Majeure.** Non-performance of this Agreement (other than any failure to meet to make payments required under this Agreement) by a party shall be excused to the extent that performance by such party is rendered impractical or impossible by civil disobedience, strike, earthquake, fire, flood, governmental acts, governmental orders or governmental restrictions, shortages of supplies, or any other reason where failure to perform is beyond the reasonable control of, and not caused by negligence of, the non-performing party (“**Event of Force Majeure**”); provided further that the non-performing party provides prompt notice of the Event of Force Majeure and its expected duration, and uses reasonable efforts to resolve such Event of Force Majeure.

12.6 **Equitable Relief.** Each party acknowledges that any breach of its obligations under this Agreement with respect to the proprietary rights or Confidential Information of the other party shall cause irreparable injury for which there are inadequate remedies at law, and therefore the other party shall be entitled to seek in any court of competent jurisdiction injunctive, preliminary or other equitable relief in addition to damages, including court costs and reasonable legal and other professional fees, to remedy any actual or threatened violations of its rights with respect to such matters.

12.7 **Amendment and Waiver.** No modification or amendment to this Agreement shall be effective unless in writing and signed by both parties. Failure by either party to enforce any provision of this Agreement shall not be deemed a waiver of future enforcement of that or any other provision. Any waiver shall be effective only if in writing and signed by the party waiving rights.

12.8 **Advertising.** The Customer grants Darkhorse the right to reference the services performed for the Customer and the Customer name in Darkhorse's advertising or public relations materials.

12.9 **Entire Agreement.** This Agreement, including the attached Schedules incorporated herein, contains all the terms and conditions and constitutes the entire agreement in force and effect between the parties with respect to the subject matter of this Agreement. This Agreement supersedes all previous proposals, both oral and written, negotiations, representations, commitments, writings and all other communications between the parties.

12.10 **Survival.** Sections 1, 5, 6, 7.3 and 8-12 shall survive the expiration or termination of this Agreement.

12.11 **Assignment.** Customer may not assign this Agreement without the express written consent of Darkhorse, which may be withheld in its sole discretion. Darkhorse may assign this Agreement by providing written notice to the Customer. This Agreement shall be binding upon and enure to the benefit of the parties and their respective heirs, executors, legal personal representatives, successors and assigns.

12.12 **Severability.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other provision of this Agreement.

12.13 **Legal Fees.** In the event any litigation is brought by either party in connection with this Agreement, the substantially prevailing party in such litigation shall be entitled to recover from the other party all the costs, reasonable legal and other professional fees reasonably incurred by such party in the litigation, and need not bring a suit to final judgment to substantially prevail.

12.14 **Headings.** The division of this Agreement into Articles and Sections and the insertion of headings are for convenient reference only and are not to affect its interpretation.

12.15 **Choice of Law and Jurisdiction.** This Agreement shall be governed and construed in accordance with the laws of the Province of Alberta, other than with respect to conflict of laws. The parties irrevocably submit and attorn to the exclusive jurisdiction of the Province of Alberta, in respect of matters arising in connection with Agreement.

12.16 **Counterparts.** This Agreement may be executed in two or more counterparts and transmitted by facsimile or electronically as a PDF (Portable Document Format) document, each of which when so executed and delivered shall be deemed an original, and all of which together shall constitute one and the same instrument.

12.17 **Electronic Signatures and Electronic Records:** Darkhorse and the Customer consent to the use of electronic signatures. The Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the Customer in the manner specified by Darkhorse. The Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed effective as of the Effective Date.

Darkhorse Emergency Corp.

Longview Fire Department

Per: _____

Name and Title: **Craig Hiltz, Vice President**

Per: _____

Name and Title: **Brand Hannig, Fire Chief**

SCHEDULE "A"

IMPLEMENTATION SERVICES

Services Provided

1. Implementation Services

- a. Clear identification of required data and collaboration with the Customer data manager to understand service-specific business rules and particulars.
- b. Initial processing and validation of Customer data using the Darkhorse Wrangler.
- c. Iterative Diagnostic and Deployment tool demos to clarify assumptions, generate discussion, and familiarize the Customer team with the software.
- d. Forecasting future incident demand and road networks based on municipalities' population and development projections.
- e. Customization of the Deployment software to the Customer's specific language to facilitate adoption and ease of .
- f. Access to our library of clear data visualizations that are easily exportable as SVG, PNG, or CSV (data table) files.
- g. Set up automated application updates from Customer data uploads to the Darkhorse SFTP server.
- h. Historical review facilitated by our Diagnostics software. This review includes call volume, drivetime, overgoal responses, and performance to Customer service standards.
- i. Diagnostic analysis facilitated by our Diagnostics software. This includes identifying the root causes of overgoal responses. The analysis is done on both a first response level and on a contingent standard for incidents where an Effective Response Force (ERF) is required.
- j. In collaboration with the Customer, the creation of several predefined station configuration scenarios.
- k. Identification of mathematically optimal station locations using specialized optimization software for the predefined scenarios and constraints.
- l. Executive summary presentation deck capturing key insights from diagnostic analysis, root cause analysis and station location recommendations

The Implementation phase will take between 10 and 12 weeks from the date full data is provided to Darkhorse.

2. Advisory Services (OPTIONAL)

Access to Darkhorse advisor(s) throughout the subscription period.

To accommodate the reality that the Customer's needs may change from year to year, Darkhorse offers two options to meet the needs of each contract year. Options can be changed at the beginning of each contract year. Option 2 can be initiated at any point of a contract.

Option 1 - Fractional FTE: The Darkhorse team will provide access to the appropriate resource to meet the Customer's needs on a longer-term arrangement. Resources may range from a strategic advisor to a technical analyst. Engagements are typically in place for the entire year. The cost will depend on the type and fraction of resource(s) included.

Option 2 - Advisor Retainer: This is the most flexible approach if the Customer is uncertain of their needs, but Darkhorse's responsiveness will depend on the availability of the required advisor type. The Customer pre-pays for a block of 40 hours for \$10,000 and can re-purchase an equal or larger block as required. Purchased hours do not expire for the term of the contract. Annual inflation escalation of block price is based on CPI.

SCHEDULE “B”

LIST OF SUBSCRIPTION SERVICES AND CUSTOMER ENVIRONMENT

Subscription Services

Subject to the Customer’s provision of the Customer Environment, Subscription Services consist of the provision of access to and use of the functionality of the following items in accordance with the Agreement, including but not limited to the Service Level Agreement:

APPLICATION	USE	PLATFORM	DATA UPDATE FREQUENCY
Darkhorse Wrangler Service	Data cleanliness and consistency for Darkhorse applications. Enables efficient analysis to answer ad-hoc analytics requests.	Darkhorse computational notebooks and standardized database	Auto updates based on client frequency requirements
Darkhorse HQ	Quick access to your most important KPIs	Web-based	Auto updates based on client frequency requirements
Darkhorse Diagnostics Module	Historical data exploratory application.	Web-based	Auto updates based on client frequency requirements
Darkhorse Deployment Module	Predictive modelling application – Station locations, resource deployment scenarios, boundary optimization.	Web-based	Annual spatial update. Annual demand set to review and updates.
Darkhorse Risk	Community Risk Assessment platform	Web-based	Frequency is based on the data source.

The subscription start date will be the contract signing date. This date will be the anniversary of subsequent subscription years.

SCHEDULE “C”

Darkhorse Emergency Service Level Agreement (SLA)

1. Service Overview:

At Darkhorse Emergency, we believe in straightforward, human-centered support. This agreement outlines what you can expect from us and how we'll work together to resolve any issues you encounter.

2. How to Reach Us

- Email: support@darkhorseemergency.com
- Support chat window embedded in apps for live chat to Analysts.
- Available: Monday - Friday 8:00 am - 5:00 pm Mountain Time
- Assigned Analyst and Customer Success Manager for complex queries and escalations.

3. Our Support Structure

We use a collaborative support approach to help resolve issues quickly and efficiently.

Tier 1: Internal Resolution

Many common issues can often be quickly resolved by your power users on your team who are familiar with the system, such as:

- Login and access questions
- Device-specific support
- Basic functionality & troubleshooting
- Results interpretation

We encourage you to utilize this tier to quickly support colleagues. You can escalate questions to our team whenever needed, whether they're quick questions or complex technical issues.

Tier 2: Darkhorse Team

Our technical team is here to help with any challenges that need expertise, from simple queries to application bugs or complex technical problems. While we recommend having a designated point person from your team coordinate with us for complex issues, we're happy to assist anyone on your team who needs help.

Urgent Issues (Priority 1)

- When: The system is completely unusable or a critical feature isn't working
- Our Response: Within **4 business hours**
- Resolution: Within **8 business hours of our response**
- Example: Application won't launch or critical data isn't accessible

Standard Issues (Priority 2)

- When: The system is working but has minor issues or isn't behaving as expected
- Our Response: **Within 8 business hours**
- Resolution: **Typically 1-3 business days**, based on complexity
- Example: Visual glitches, non-critical features working incorrectly

Customization and Configuration Requests (Priority 3)

We welcome requests to customize or configure the system to better meet your needs. These requests typically involve:

- New HQ or Diagnostics feature configurations
- Optimizations
- System integrations
- Report customizations
- Data field modifications

Since Priority 3 requests range in scope and complexity, requests do not have set delivery times. That said, most requests are completed within 2 weeks. Some requests may require additional time based on scope and complexity

4. Platform Availability

We are committed to maintaining a highly reliable technology platform:

- Committed uptime: 99.9% measured monthly
- Scheduled maintenance: Performed during off-peak hours (typically evenings or weekends)

5. Exclusions

Service disruptions due to natural disasters, third-party services, or client-side issues are not covered under this SLA.

6. Review and Revision

This SLA will be reviewed annually and may be revised with a 30-day notice.

SCHEDULE “D”

RESPONSE PRODUCT PRICING

A project of this size and complexity can typically be completed in 10 to 12 weeks of effort. Availability of your data and feedback is critical to maintaining this pace.

All costs exclude approved pass-through costs (i.e., travel) and applicable taxes.

The implementation phase will have three invoices:

- (1) 20% upon signing the contract
- (2) 40% after the diagnostics phase, and
- (3) 40% at the end of the implementation phase.

RISK PRODUCT PRICING

The base Risk product can be made available to the Customer within one week of Darkhorse receiving all necessary information.

When Customer data is integrated into the Risk product, the Darkhorse and Customer teams will scope out an implementation timeline during the project kickoff.

Custom integrations outside of the original scope may require additional time and budget. Any additional work will be approved by the Customer before proceeding.

GENERAL TERMS

The annual subscription fee will be invoiced in full on the first day of each subscription year.

Advisory Services are completely optional.

All amounts are in USD.

OFFER COMPONENTS: PLATFORM

Term of the Agreement 5 Years

Implementation Services (one-time fee)

Software implementation	
Wrangler service	
HQ module	
Diagnostics module	
Deployment module	\$50,000
Forecast	
Virtual training workshops (Diagnostics & deployment)	
Data Pipeline	

Software Subscription

Unlimited users | Technical support | Annual invoice

	Annual Subscription	
Response app (HQ, Diagnostics, Deployment modules)		\$20,000
Risk app (standard risk module)		\$10,000
Total Subscription		\$30,000

Annual inflation escalation based on CPI

SCHEDULE "E"
Workman's Compensation Exemption

January 15, 2024

9912 - 107 Street
PO Box 2415
Edmonton AB T5J 2S5

Phone: 780-498-3999
Fax: 780-498-7999
Website: www.wcb.ab.ca
Toll Free: 1-866-922-9221

DARKHORSE EMERGENCY CORP.
10139 81 AVE NW
EDMONTON AB T6E 1W9

Account Number: 9838429

Dear Employer:

RE: Special Clearance Exempt Industry

DARKHORSE EMERGENCY CORP. does NOT have an active account with WCB-Alberta. The director(s) are:

Director(s) Name
DANIEL HAIGHT

DARKHORSE EMERGENCY CORP. operates in an industry that is NOT legally required to have workers' compensation insurance. Voluntary coverage is available; however, they have chosen not to purchase this coverage.

Workers' compensation is a disability insurance system that compensates workers for work-related injuries. It would also protect you, as their principal, from being sued as a result of workplace injuries. If DARKHORSE EMERGENCY CORP. employs workers, you are not protected from lawsuit for workplace injuries to these workers.

Directors of incorporated companies are not covered under workers' compensation insurance unless they have personal coverage (PC). PC is an additional, optional coverage for directors that provides compensation benefits for their work-related accidents. Since they have not chosen this coverage, you are not protected from lawsuit due to injury to the directors.

You are not required to include the work performed on this contract in your assessable earnings report to WCB, nor do you need to maintain any holdbacks for WCB purposes. Unless an account is established at a later date, clearance certificates are not required on this subcontractor.

If you have any questions, please contact your nearest WCB office.

For more information or to access our online services, please visit www.wcb.ab.ca.

Sincerely,



Jared Vo
Employer Account Services E4

WCB is improving services by going paperless! Sign up for myWCB to receive your premium invoices electronically, file your annual return and manage your account. Sign up at my.wcb.ab.ca/ess/signup.



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Page 2 of 2



City of Longview

Agenda Summary

SET PUBLIC HEARING FOR RESCISSION OF THE ELECTRICAL CODE, KNOWN AS CHAPTER 16.24 OF THE LONGVIEW MUNICIPAL CODE

RECOMMENDED ACTION:

MOTION TO SET A PUBLIC HEARING APRIL 9, 2026

COUNCIL INITIATIVE ADDRESSED:

Strengthen economic conditions and create new opportunities

Continue effective financial management

SUMMARY STATEMENT:

The proposal would remove the Electrical Code, Chapter 16.24, from the Longview Municipal Code.

Authority for the review, issuance, and inspection of electrical permits was transferred to the Washington Department of Labor and Industries in early 2024. As such, the City of Longview no longer reviews, issues, or inspects electrical permits. Development is still required to comply with all provisions of the state adopted electrical code. The proposed code rescission would bring LMC up to date with current practice and procedures and reduce confusion regarding permitting needs and responsibilities.

STAFF CONTACT:

Nick Little, Community Development Director

Nick.little@ci.longview.wa.us

Attachments: None



City of Longview

Agenda Summary

BID REVIEW – MINT VALLEY PRO SHOP SIDING AND ROOF

RECOMMENDED ACTION:

MOTION TO ACCEPT THE LOW BID AND AWARD TO TMC CONTRACTORS LLC. IN THE AMOUNT OF \$370,422.70

COUNCIL INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods.

Address quality of place issues.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The project provides for the demo of existing siding, concrete decking, metal roof, and interior restroom area. Repair water damaged and install new insulation, sheetrock and restroom fixtures. Install new siding, trim, paint, batten seam metal roof, and install new PMMA liner in gutters. Evaluate and clean existing storm drainage to see if we can propose minor upgrades and any other incidentals necessary to complete the specified work in accordance with the Contract Plans, Contract Provisions and the Standard Specifications.

On Wednesday, March 4, 2026, seven bids were received as follows.

- \$370,422.70 – TMC Contractors LLC., Ridgefield WA
- \$399,844.44 – JA Morris Construction LLC., Olympia WA
- \$411,896.93 – DallumBuildCompany LLC., Battle Ground, WA
- \$419,388.61 – Tikka WA, Battle Ground, WA
- \$446,972.04 – Peak DWS Inc., Tukwila, WA
- \$469,558.79 – Five Rivers Construction, Kelso, WA
- \$477,714.90 – Construction Services Group Inc., Vancouver WA

\$400,000 – Engineer’s Estimate

The low bid received was determined to be regular and responsive.

FINANCIAL SUMMARY:

This project is assisted by an Interlocal Grant Agreement between Cowlitz County and the City of Longview, with funding through the Distressed County Public Facilities Fund.

STAFF CONTACT:

Levi Lindeman, Project Engineer

Attachments: None



City of Longview

Agenda Summary

PROJECT COMPLETION – TENNANT WAY CORRIDOR TRAFFIC SIGNAL IMPROVEMENTS

RECOMMENDED ACTION:

MOTION TO ACCEPT AS COMPLETE THE TENNANT WAY CORRIDOR TRAFFIC SIGNAL IMPROVEMENTS PROJECT

COUNCIL INITIATIVE ADDRESSED:

Improve transportation systems

Improve streets and roads

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The Tennant Way Corridor Traffic Signal Improvements project has been completed in accordance with the plans and specifications under Contract No. 25-C119-T entered into between the City of Longview and Schneider & Son, Inc. The City Council must accept the project as complete before final contract closeout can be accomplished.

STAFF CONTACT:

Ivona Kininmonth, PE, Project Engineer

Attachments: None

Longview Library Foundation Gala

Request to Serve Alcohol

Event Date: October 3, 2026, 7 to 10pm

Location: Longview Public Library

Host: Longview Library Foundation

Event Summary

The Longview Library Foundation plans to host a ticketed fundraising gala in support of the Longview Public Library. Attendance will be limited to **100 ticketed guests** at **\$100 per ticket**, with **20–25 volunteers and serving staff**, for an estimated total of **125 individuals**. The event will be **21 years of age and over only**. There will be multiple opportunities for fundraising such as a silent auction and “birthday gifts” to the Library that can be sponsored by attendees.

Alcohol Service Controls

Alcohol service will be limited, structured, and closely monitored.

- Each attendee will receive **two drink tickets** and participate in **one champagne toast**.
- No additional alcohol will be available for purchase.
- Beverage options will be limited to **beer, wine, and non-alcoholic drinks**.
- Alcohol will be served from **one designated location** at the circulation desk on the main floor.
- **Two servers** will dispense beverages; at least **one will be MAST-certified**.
- No alcohol will be served outside the designated service area.

Entry, Identification, and Oversight

- Entry will be restricted to ticketed guests only.
- A volunteer will verify guests against a **guest list**, check **government-issued photo ID**, and distribute drink tickets.
- Volunteers will be stationed throughout the building to monitor guest movement and assist as needed.
- A designated volunteer will escort guests at the main entrance, and a separate volunteer will assist guests requiring elevator access.
- The **Library Director will be present** and will immediately suspend alcohol service if overservice or procedural concerns arise.

Space Management and Safety

- Food service will be located across from the circulation desk.
- **Mobile shelving** will block access to the reading room and library stacks.

- Mobile shelving and tall shelving near the front of the building will be **covered with drapery**.
- **Stanchions** will restrict access to non-event areas.
- Volunteers will monitor all approved event spaces throughout the evening.

Insurance, Permits, and Liability

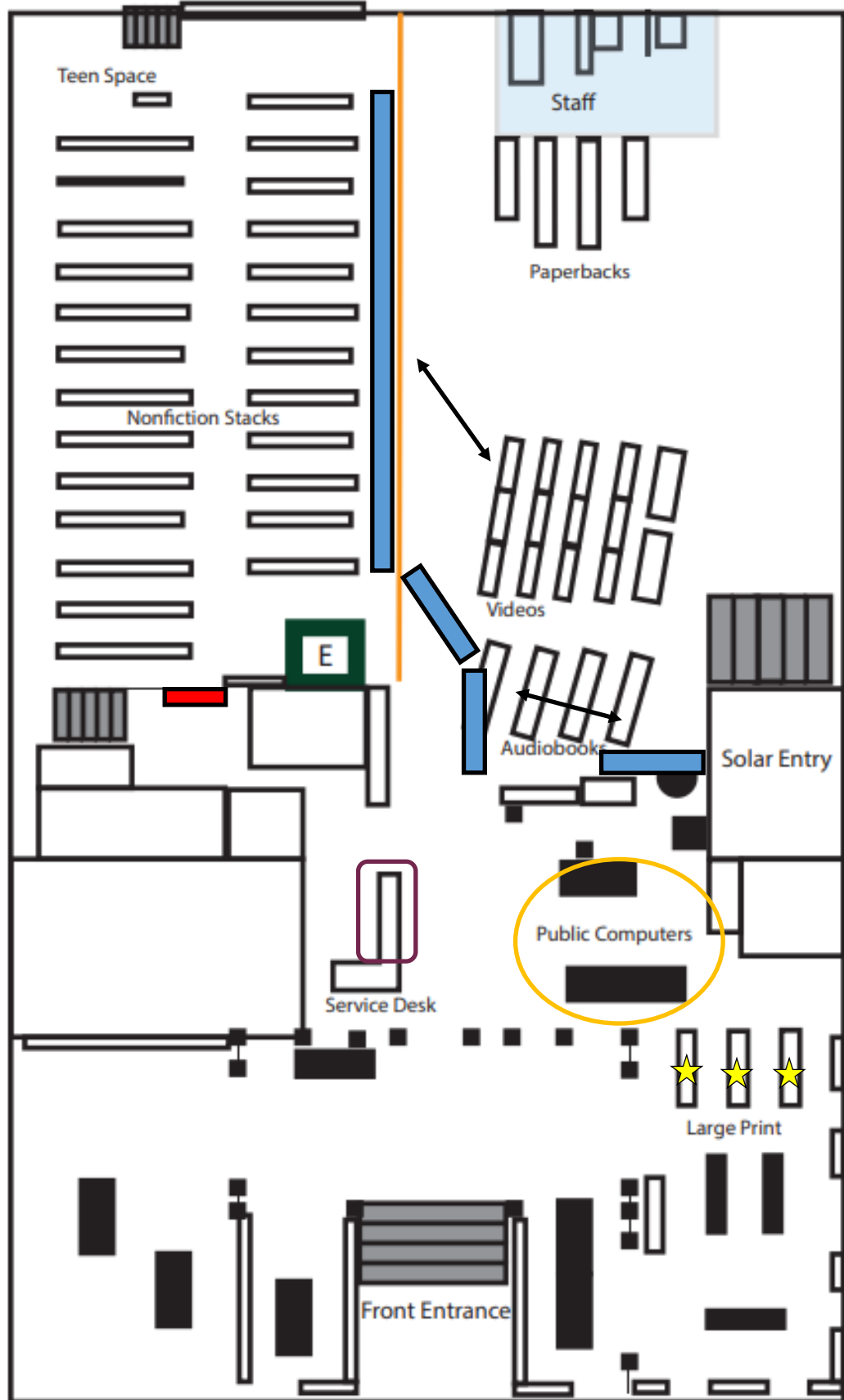
Prior to the event, the Foundation will provide proof of:

- **Waiver of Liability** stating that the City of Longview is held harmless if anything should occur at the event.
- **Commercial General Liability Insurance** with limits of not less than **\$1,000,000 per occurrence**.
- An endorsement naming the City of Longview as additional insured attached to the Certificate of Insurance.
- **Liquor Liability Insurance** of not less than **\$1,000,000**, naming the **City of Longview as additional insured**.
- A valid **State of Washington Banquet Permit** (this is the state liquor license for a one-time event) and **Renter's Insurance**.

Post-Event Responsibility

The Longview Library Foundation will be responsible for **any additional cleaning costs** associated with the event and will ensure the library is returned to its normal operating condition.

Main Floor



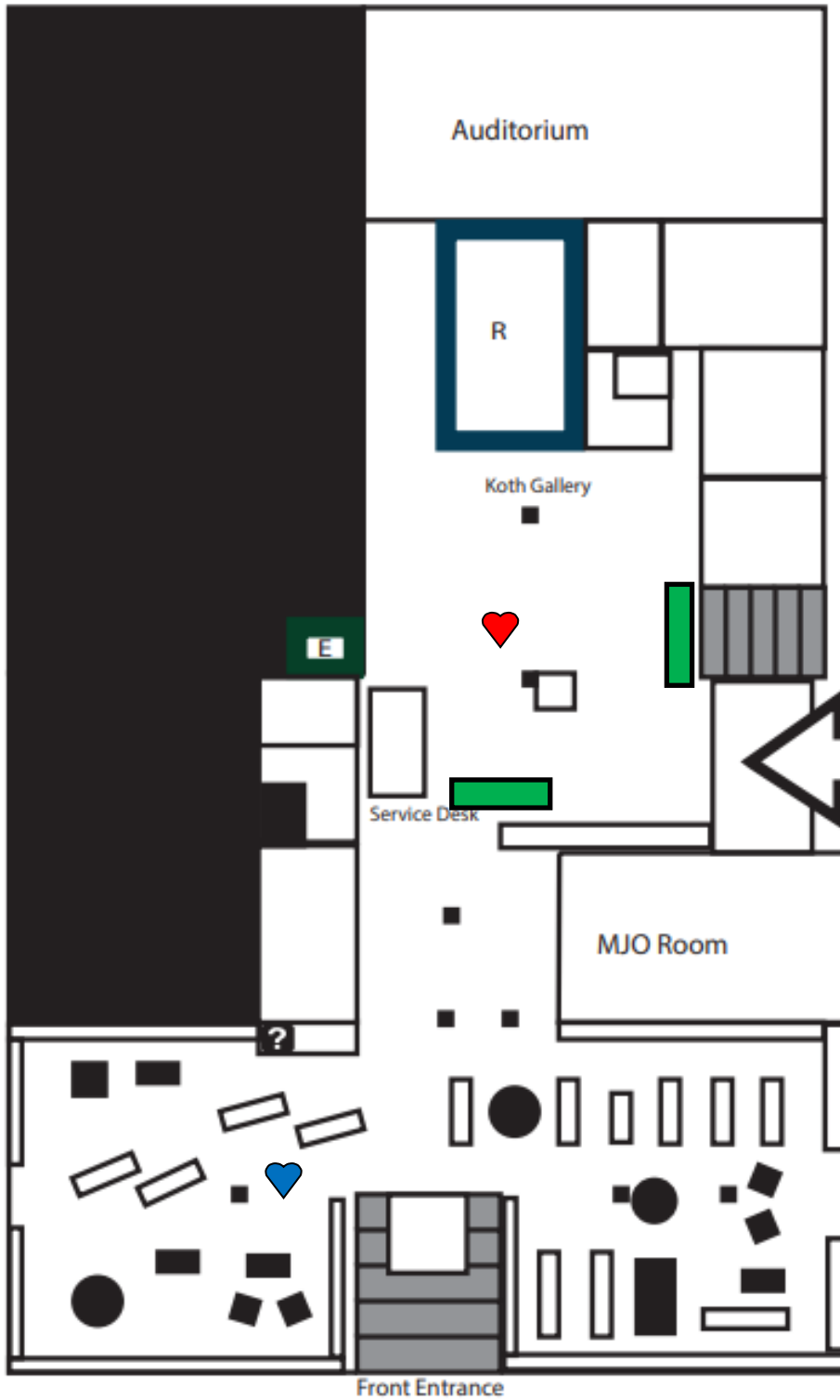
Where the blue blocks are will be where we will block off shelves with mobile shelving. The red is where we will put a stanchion to discourage attendees from roaming the stacks

The orange circle represents where food will be served. We will move the computers below the tables and place floor length cloth on top of tables.

The purple area is where alcohol will be served

The stars represent the shelves that will be covered with drapes

Lower Floor



The hearts each represent where an assigned volunteer will be placed. The two outside will check IDs and lead guests to either the main entrance or the elevator. The inside volunteer will monitor guests using the elevator or restroom.

The blue heart represents where we may have a photographer and photo booth set-up

The green blocks represent where stanchions will be placed to deter guests from roaming either space

- R Restrooms
- Stairs
- E Elevator