



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*

Tuesday, August 11, 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
26-00463 MARK SCHMUTZ, NORTHLAKE CHURCH
3. ROLL CALL
4. CHANGES /REVISIONS TO THE AGENDA
5. AWARDS
6. CONSTITUENTS' COMMENTS - NON-AGENDA ITEMS (Thirty Minutes)
7. PRESENTATIONS

26-00623 2027 SOUTHWEST WASHINGTON REGIONAL AIRPORT BUDGET; AIRPORT MANAGER
CRAIG STOMMEL

RECOMMENDED ACTION:

**MOTION TO ADOPT THE 2027 OPERATING BUDGET FOR THE SOUTHWEST
WASHINGTON REGIONAL AIRPORT**

26-00634 50TH ANNIVERSARY OF MOUNT ST HELENS / REGIONAL CHAMBER PROGRAM

26-00709 FLOCK CAMERAS INFORMATION

8. PUBLIC HEARINGS

26-00635 ORDINANCE NO. 3581 – AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON AMENDING CERTAIN SECTIONS OF LONGVIEW MUNICIPAL CODE CHAPTER 19.22.025 RELATING TO ACCESSORY DWELLING UNITS AND REPEAL OF SECTION 19.12.055 RELATING TO APPEAL BOARD OF ADJUSTMENT REVIEW AUTHORITY FOR ACCESSORY DWELLING UNITS

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3581

26-00636 ORDINANCE NO. 3582 – AN ORDINANCE OF THE CITY OF LONGVIEW AMENDING LONGVIEW MUNICIPAL CODE CHAPTER 19.40, COUNTY EVENT CENTER ZONING DISTRICT, TO ALLOW FOR ANIMAL SHELTERING AS AN ALLOWED USE AND REDUCING ACCESS RESTRICTIONS TO PEARDALE LANE

RECOMMENDED ACTION:

HOLD PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3582

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

10. BOARD & COMMISSION RECOMMENDATIONS

11. ORDINANCES & RESOLUTIONS

26-00645 RESOLUTION NO. 2636 - AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE DEPARTMENT OF COMMERCE AND COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING AGREEMENTS AND THE ASSOCIATED VENDOR AGREEMENT AND PURCHASING DOCUMENTS FOR THE FIRE STATION 81 AND 82 STATION ALERTING SYSTEM PROJECT, IN AN AMOUNT NOT TO EXCEED \$249,449.16, SUBJECT TO APPROVAL AS TO FORM BY THE CITY ATTORNEY

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2636

26-00662 ORDINANCE NO. 3583 - VACATING A 45 FEET WIDE ALLEY BETWEEN A PORTION OF BALTIMORE STREET AND BEECH STREET LYING APPROXIMATELY 225 FEET WEST AND PARALLEL OF CALIFORNIA WAY

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3583

26-00681 RESOLUTION NO. 2637 - AUTHORIZING REPLACEMENT OF THE LONGVIEW PUBLIC LIBRARY ENTRANCE SLIDING DOORS

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2637

12. CONSENT CALENDAR

26-00461 APPROVAL OF JULY 28, 2026 REGULAR MEETING MINUTES AND AUGUST 3, 2026 SPECIAL MEETING/WORKSHOP MINUTES

26-00462 APPROVAL OF CLAIMS

26-00682 RESOLUTION NO. 2638 UTILITY RATE REDUCTION PROGRAM

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2638

26-00680 PROJECT COMPLETION – MINT VALLEY PRO SHOP SIDING AND ROOF

RECOMMENDED ACTION:

MOTION TO ACCEPT AS COMPLETE THE MINT VALLEY PRO SHOP SIDING AND ROOF PROJECT

13. MAYOR'S REPORT

14. COUNCILMEMBERS' REPORTS

15. CITY MANAGER'S REPORT

16. MISCELLANEOUS

17. EXECUTIVE SESSION

26-00710 RISK OF PROPOSED ACTION PER RCW 42.30.110(1)(iii)

18. 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:

TUESDAY, AUGUST 25, 2026 – 6:00 P.M.

THURSDAY, SEPTEMBER 10, 2026 – 6:00 P.M.

NEXT SPECIAL COUNCIL WORKSHOP:

MONDAY, AUGUST 17, 2026 – 6:00 P.M. – BUDGET ENHANCEMENTS & BUDGET PROJECTIONS, TRAINING ROOM



City of Longview

Agenda Summary

2027 SOUTHWEST WASHINGTON REGIONAL AIRPORT BUDGET; AIRPORT MANAGER CRAIG STOMMEL

RECOMMENDED ACTION:

MOTION TO ADOPT THE 2027 OPERATING BUDGET FOR THE SOUTHWEST WASHINGTON REGIONAL AIRPORT

DATE: August 11, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Growth & Economic Opportunity
Responsible & Honest Governance

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Each year the Southwest Washington Regional Airport, under the interlocal agreement, is required to submit an annual budget, for the following year, to each entity by August 1st. Each participating entity is then obligated to review and adopt or reject the proposed budget by October 1st. At this time, the Airport's 2027 budget, as drafted by Craig Stommel, Airport Manager, is being presented to Longview City Council for review and action.

RECOMMENDED ACTION:

Motion to adopt the 2027 draft budget for the Southwest Washington Regional Airport as presented.

STAFF CONTACT:

Southwest Washington Regional Airport Manager Craig Stommel

Attachments:

1. Presentable DRAFT 2027 SWRA Budget
2. Presentable DRAFT SWRA Budget with comparison

Southwest Washington Regional Airport

2027 Airport Operating Budget

	EXPENDITURES	2027 Proposed	NOTES
1	Office Supplies	2,000	
2	Professional Services (Salary and benefits)	153,000	
3	Professional Services (Finance/Accounting/Admin)	40,000	
4	Professional Services (Legal)	8,000	
5	Telephone, Postage, Copying, Internet (mgmt. office)	1,500	
6	Travel/Seminars/Training	1,000	
7	Membership Dues and Fees	500	
8	State Examiner's Charges	10,000	
9	Leasehold Taxes	10,000	
10	Diking Assessment	30,000	
11	Maintenance Permanent Employee Wages	30,000	Line item for Summer help if needed
12	Professional Services Maintenance (City of Kelso)	25,000	
13	Building Repairs (Hangar Roof and Door Repair, Painting)	25,000	
14	Repairs to Landing Field	50,000	Crack seal, Non FAA funded taxi/apron repairs, security fence repairs
15	Repairs to Electrical (Navigational; hangar, bldg)	12,000	
16	Repairs to mowing Equipment	2,000	
17	Vehicle Maintenance (oil, repairs, license tab)	2,000	
18	Advertising / Promotions (Signs, promo materials, etc.)	5,000	Marketing materials, Project bids, and assist FBO with marketing airport events.
19	Operating Supplies (Lights, paint, small hardware, herbicides)	4,000	
20	Safety Supplies - (Decoys, Signing, Windsocks, Fire ext.)	2,000	
21	FUEL (for airport vehicle & mowing)	3,000	
22	Small Tools and Equipment	1,000	
23	Insurances	35,000	
24	Electricity (Airport office, hangars, navigation equip)	8,500	
25	Garbage/Water/Stormwater Management	15,000	
26	Sanitation	8,000	
27	Miscellaneous (misc., annual BNSF easement cost)	2,000	
28	Large purchases:	10,000	Zero Turn mower for runway light mowing
29	Fuel Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance and annual CP Testing)	3,000	
30	Engineering Contract: Century West	50,000	Retainer for service contract
31	Sponsor (Airport) Local match - FAA Projects	150,000	2.5% Local GFM(RNWW) 5% for W TAXI
32	2026 FAA Runway/Lighting Rehab Construction	5,409,154	FAA AIP Grant (9/30/2026)
33	2027 FAA West Taxiway REHAB DESIGN	250,000	FAA AIP Grant (Apply Mar 2027)
34	WSDOT Loan Repayment (annual) on \$1.2million loan	73,388	20 year loan term (2042)
35	AIRPORT TOTAL EXPENDITURES	\$ 6,431,042	
36	FAA Funded Capital Project expenses in yellow cells		
37	Non FAA Funded Capital Project Expenses in Tan cells		

	Southwest Washington Regional Airport		
	2027 Airport Operating Budget		
	REVENUE	2027 Proposed	Notes
1	Beginning Fund Balance	292,816	
2	Leasehold Excise -- Leasehold excise from State	9,000.00	
3	ILA – Operating: City of Kelso	76,000.00	Per ILA
4	ILA – Fuel System: City of Kelso	15,000.00	Per ILA
5	ILA – Operating: Cowlitz County	76,000.00	Per ILA
6	ILA - Fuel System: Cowlitz County	15,000.00	Per ILA
7	ILA – Operating: City of Longview	76,000.00	Per ILA
8	ILA – Fuel System: City of Longview	15,000.00	Per ILA
9	ILA - Port of Longview	76,000.00	Per ILA
10	ILA – Fuel System: Port of Longview	15,000.00	Per ILA
11	Interest Income	15,000.00	Reflective of 2026 YTD
12	Interest Income Reserve	5,000.00	
13	Hangar Leases	179,320.00	ESTIMATED CPI increase of 3.5%
14	Land Leases (Life Flight, Prime, Hgr 59, Hgr 41-43, etc.)	37,200.00	ESTIMATED CPI increase of 3.5%
15	Rentals - Building 40 Apartment	15,952.00	
16	FBO Agreement	2,100.00	Rate increase 6/2027
17	2026 FAA Grant Runway/Lighting Rehab CONST	5,137,154.00	Grant expected to be awarded 9/2026
18	2027 FAA Grant West Taxiway REHAB DESIGN	225,000.00	Pending grant award (Apply Mar 2027)
19	2026 WSDOT Grant Runway/Lighting Rehab CONST	136,000.00	Grant awarded
20	2027 WSDOT Grant West Taxiway REHAB DESIGN	12,500.00	Pending grant award (Apply Mar 2027)
21			
22	TOTAL ANNUAL AIRPORT REVENUE	6,431,042.00	
23			
24			
25	Annual Revenue Less Capital Project Grants & Loans	920,388	
26	Direct Operating Revenue (without Entity Subsidies)	547,388	
	Federal Aviation Administration (FAA) Grant Funding		
	WSDOT Grant Funding		

Southwest Washington Regional Airport Draft 2027 Airport Operating Budget					
	EXPENDITURES	26 Approved	26 Actual YTD	27 Proposed	NOTES
1	Office Supplies	2,000	175	2,000	
2	Professional Services (Salary and benefits)	150,000	57,756	153,000	
3	Professional Services (Finance/Accounting/Admin)	40,000	20,000	40,000	
4	Professional Services (Legal)	10,000	0	8,000	
5	Telephone, Postage, Copying, Internet (mgmt. office)	3,500	1,118	1,500	
6	Travel/Seminars/Training	2,000	0	1,000	
7	Membership Dues and Fees	500	0	500	
8	State Examiner's Charges	10,000	0	10,000	
9	Leasehold Taxes	10,000	4,412	10,000	
10	Diking Assessment	30,000	28,395	30,000	
11	Maintenance Permanent Employee Wages	30,000	0	30,000	Line item for Summer help if needed
12	Professional Services Maintenance (City of Kelso)	25,000	0	25,000	
13	Building Repairs (Hangar Roof and Door Repair, Painting)	25,000	11,470	25,000	
14	Repairs to Landing Field	100,000	22	50,000	Crack seal, Non FAA funded taxi/apron repairs, security fence repairs
15	Repairs to Electrical (Navigational; hangar, bldg)	12,000	0	12,000	
16	Repairs to mowing Equipment	5,000	82	2,000	
17	Vehicle Maintenance (oil, repairs, license tab)	3,500	0	2,000	
18	Advertising / Promotions (Signs, promo materials, etc.)	5,000	91	5,000	Marketing materials, Project bids, and assist FBO with marketing airport events.
19	Operating Supplies (Lights, paint, small hardware, herbicides)	4,000	86	4,000	
20	Safety Supplies - (Decoys, Signing, Windsocks, Fire ext.)	2,000	0	2,000	
21	FUEL (for airport vehicle & mowing)	2,000	978	3,000	
22	Small Tools and Equipment	1,000	0	1,000	
23	Insurances	35,000	0	35,000	
24	Electricity (Airport office, hangars, navigation equip)	8,500	3,584	8,500	
25	Garbage/Water/Stormwater Management	15,000	3,627	15,000	
26	Sanitation	6,000	2,510	8,000	Increase in Outhouse cost
27	Miscellaneous (misc., annual BNSF easement cost)	2,000	0	2,000	Billed in July
28	Large purchases:	10,000	0	10,000	Zero Turn mower for runway light mowing
29	Fuel Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance and annual CP Testing	3,000	0	3,000	
30	Engineering Contract: Century West	50,000		50,000	Retainer for service contract
31	Sponsor (Airport) Local match - FAA Projects	180,000		150,000	2.5% Local GFM Runway, 5% for W Taxiway DESIG
32	2026 Runway/Lighting Rehab DESIGN	300,000	190,552	0	Complete in 2026
33	2026 FAA Runway/Lighting Rehab Construction	6,000,000	0	5,409,154	FAA AIP Grant for \$4,700,000 9/30/2026
34	2027 FAA NW Ramp/Apron Rehabilitation Project -DESIGN		0	250,000	Possible delay due to FAA regulation change
35	WSDOT Loan Repayment (annual) on \$1.2million loan	73,388	0	73,388	20 year loan term (2042)
36	AIRPORT TOTAL EXPENDITURES	\$ 7,155,388	\$ 324,858	\$ 6,431,042	
37	FAA Funded Capital Project expenses in yellow cells				
38	Non FAA Funded Capital Project Expenses in Tan cells				

**Southwest Washington Regional Airport
Draft 2027 Airport Operating Budget**

	REVENUE	2026	2026	2027	
	Account Description	PROPOSED	ACTUAL YTD	PROPOSED	NOTES
1	Beginning Fund Balance	137,843	137,843	292,816	
2	Leasehold Excise -- Leasehold excise from State	9,000	2,133	9,000	
3	ILA - Operating: City of Kelso	76,000	76,000	76,000	Per ILA
4	ILA - Fuel System: City of Kelso	15,000	15,000	15,000	Per ILA
5	ILA - Operating: Cowlitz County	76,000	76,000	76,000	Per ILA
6	ILA - Fuel System: Cowlitz County	15,000	15,000	15,000	Per ILA
7	ILA - Operating: City of Longview	76,000	76,000	76,000	Per ILA
8	ILA - Fuel System: City of Longview	15,000	15,000	15,000	Per ILA
9	ILA - Operating: Port of Longview	76,000	76,000	76,000	Per ILA
10	ILA - Fuel System: Port of Longview	15,000	15,000	15,000	Per ILA
11	Interest Income (Olympia)	28,000	5,967	15,000	Reflective of 2026 YTD
12	Interest Income Reserve (Cowlitz County)	5,000	0	5,000	
13	Hangar Leases	173,257	60,793	179,320	ESTIMATED CPI increase of 3.5%
14	Land Leases (Life Flight, Prime, Hgr 59, Hgr 41-43, etc.)	36,936	8,067	37,200	ESTIMATED CPI increase of 3.5%
15	Rentals - Building 40 Apartment	15,952	5,672	15,952	
16	FBO Agreement	1,400	456	2,100	Rate increase 6/2027
17	2025 FAA Grant Runway/Lighting Rehab DESIGN	520,000	1,010,000		
18	2026 FAA Grant Runway/Lighting Rehab CONST	5,700,000	0	5,137,154	Grant expected to be received 9/2026
19	2027 FAA Grant West Taxiway R EHAB DESIGN			225,000	Pending Grant Approval (Apply Mar 2027)
20	2025 WSDOT Grant Runway/Lighting Rehab DESIGN	14,000	13,680		
21	2026 WSDOT Grant Runway/Lighting Rehab CONST	150,000	0	136,000	Grant approved 6/2026
22	2027 WSDOT Grant West Taxiway REHAB DESIGN			12,500	Pending Grant approval (Apply Mar 2027)
23	Total Annual Airport Revenue	\$ 7,155,388	\$ 1,608,611	\$ 6,431,042	
24					
25	Direct Operating Revenue (without Entity Subsidies)	\$ 407,388	\$ 220,931	\$ 556,388	
26	ILA Contributions				
27	Federal Aviation Administration (FAA) Grant Funding				
28	WSDOT Grant Funding				
29	Local Grant Funding has been received				



August 11, 2026
Mount St. Helens 50th Anniversary
Regional Chamber Program
Visitors Center

Why is it important to the City of Kelso....



Preparing Longview for this once in a lifetime opportunity



The 50th Anniversary of Mount St. Helens – Why its important to the community



Our Regional Chamber Approach



The Visitor Center and the IMPORTANT role it plays in our future

Mount St. Helens 50th Anniversary

An opportunity we can't afford to miss

- May 18, 2030, marks the 50th Anniversary of the eruption of Mount St. Helens
- Generate national and international attention
- Opportunity for Cowlitz County extends beyond tourism
 - Local business benefits
 - A chance to show the world who and what we have to offer
 - A chance to shine a light on the challenges we still face from the eruption 50 years later
 - **A chance for the community to shine**



Kelso Longview Chamber of Commerce

Why We Must Plan Now

Road to 2030: Building a Destination, Not Just an Event



Visitors Don't See City Limits

- Visitors don't plan trips around municipal boundaries
- They simply want the best experience possible.



One Destination. One Visitor Experience. Shared Economic Impact

Kelso Longview Chamber of Commerce

The Visitor Center: The Gateway



Kelso Longview Chamber of Commerce

Two Investments



One Outcome



Visitor Center Operations
Annual cost 125K-135K
(Currently Longview does not
help financially with the Visitors
Center)



50th Anniversary Initiative
(\$125k – 150K Campaign)



Stronger Local Economy
More Visitors – More Business
More overnight stays – More
Tax Revenue

Kelso's investment is the catalyst that attracts additional investment

LONGVIEW
Washington

Funding Strategy / Budget

LONGVIEW
Washington

The 50th Anniversary
Budget
\$125,000 - \$150,000

- ☐ City of Longview
- ☐ City of Kelso
- ☐ Additional Municipalities
- ☐ Cowlitz County
- ☐ Grants
- ☐ Sponsorships
- ☐ Private Parters

Visitor Center Budget
\$125,000 - \$135,000 yearly

- ☐ City of Kelso – Currently Support
- ☐ Cowlitz County – Currently Support
- ☐ City of Longview – No current Support

Funding Strategy / Budget

Success Won't be Measured in One Day....

*It will be measured by the partnerships we build,
the visitors we welcome, and the lasting economic
impact we create for Longview and Cowlitz County*

Questions & Opportunities

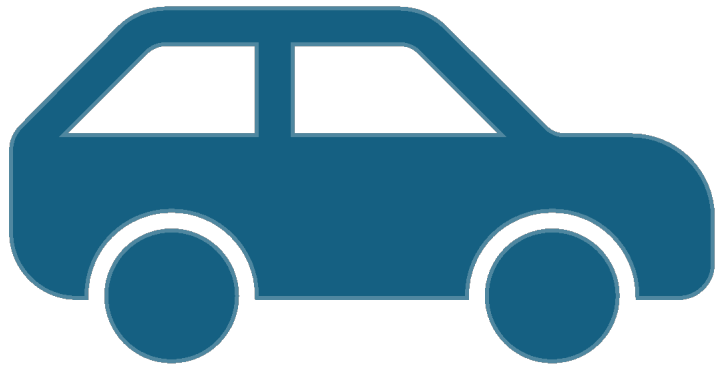
If you're aware of grant opportunities, funding partners, or organizations that should be part of this effort, we'd welcome the opportunity to connect. Together, we can position Longview and Cowlitz County for lasting success



**Thank you for the opportunity
To speak tonight**

FLOCK CAMERAS





What are they?

- Automated License Plate Reader (ALPR) systems that:
 - Capture images of passing vehicles
 - Read license plate numbers
 - Identify vehicle characteristics (make, model, color)
 - Record date, time, and location

How they work

1. Vehicle passes camera
2. Camera captures an image
3. Software identifies:
 - License plate
 - Vehicle color
 - Make/model
 - Distinguishing features
4. Information is uploaded to a cloud database
5. Authorized agencies can search records or receive alerts on flagged vehicles



Washington State Legislation (SB 6002)

Law enforcement may use ALPR data only for purposes such as:

- Investigating felonies and gross misdemeanors
- Locating stolen vehicles
- Finding vehicles linked to arrest warrants
- Searching for missing or endangered persons
- Other limited exceptions defined by law.



Do we have Flock Cameras in Longview?

The City does not have a contract with Flock for cameras

Aware of (1) private business-new law would require LE to obtain search warrant to access records



City of Longview

Agenda Summary

ORDINANCE NO. 3581 – AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON AMENDING CERTAIN SECTIONS OF LONGVIEW MUNICIPAL CODE CHAPTER 19.22.025 RELATING TO ACCESSORY DWELLING UNITS AND REPEAL OF SECTION 19.12.055 RELATING TO APPEAL BOARD OF ADJUSTMENT REVIEW AUTHORITY FOR ACCESSORY DWELLING UNITS

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3581

COUNCIL INITIATIVE ADDRESSED:

Advancing economic opportunity and community vitality

CITY ATTORNEY REVIEW: YES

SUMMARY STATEMENT:

The proposed updates are intended to promote affordable housing options by updating the Accessory Dwelling Units (ADU) standards and streamlining the review process. The proposed changes would reduce procedural requirements by removing Appeal Board of Adjustment review for detached ADUs and amending the standards to allow for broader use of ADUs.

The amendments include substantial changes to the Chapter 19.22.025 (Accessory Dwelling Units) and repealing of Chapter 19.12.055.

STAFF CONTACT:

Nick Little, Community Development Director

Nick.little@ci.longview.wa.us

Attachments:

1. City Council Memorandum
2. Ordinance 3581
3. Exhibit A to Ord 3581
4. 19.22.025 (Final Strikeout V1.3)



TO: Longview City Council

FROM: Nick Little, CED Director

MEETING DATE: August 11, 2026

SUBJECT: Accessory Dwelling Unit (ADU) Ordinance Updates - Hearing

The city's Accessory Dwelling Unit (ADU) Ordinance (LMC 19.22.025) provides for the addition of ADUs as an accessory to properties with an existing single-family dwelling. This code section provides for general standards for both attached and detached ADUs and provides review processes for each type. This code section was originally adopted in 2022 and has provided additional housing options throughout the residentially zoned areas in Longview. Since 2022, the city has permitted approximately 20 detached ADUs.

Attached ADUs are part of a shared structure with the primary dwelling on the site, and typically involve an addition or remodel to the existing dwelling. Detached ADUs involve the construction of a separate structure as its own habitable unit. In either situation, building permits are required and the resulting structure, addition, or remodel must satisfy all applicable building codes.

The current version of the ordinance provides for two review paths:

- Attached ADUs: Administrative approval; applications are reviewed by Community Development (CED) staff and are issued based on their conformance with the standards of the land use code, including the ADU section(s). No public hearing or notice required.
- Detached ADUs: Special use approval by the Appeal Board of Adjustment (ABA). Staff reviews, generates a staff report and recommendations to be delivered to the ABA. Public notice and a public hearing are required as part of the review and approval process.

The original ordinance also includes a number of occupancy requirements and development standards that apply to attached and detached ADUs, or both.

One of the goals of the proposed amendments is to streamline the review process and remove procedural barriers to ADU development. A second goal is to more clearly establish the standards for an ADU and improve clarity and consistency during reviews. Lastly, it was a key goal to recognize the realities of code enforcement, property rights, and other issues that make enforcement difficult or expose the city to liability.

Proposed Amendments

The proposed updates were reviewed and discussed at a workshop held at the June 3rd Planning Commission. During the June workshop, several changes were recommended. These changes included:

- Removal of the 3-bedroom and other occupancy limitations
- Removal of subjective screening and two-story ADU design standards
- Conform to setback standards of the underlying zoning district

These adjustments were made and are reflected in the current draft for consideration. A brief summary of the significant changes, in addition to those noted above, are as follows:

- Approval authority unified: All ADUs would be administratively reviewed, removing Appeal Board review. Detached ADUs would no longer require a hearing.
- Owner-occupancy requirement removed: No residency or rental restrictions in draft.
- Title recording requirement removed: No auditor-filed ADU notice required
- Occupancy limits removed.
- Manufactured home age for detached reviews moved from 10 years old to 5 years old to be consistent with LMC 16.38.
- Expiration period provided between land use approval and building permit application.
- A number of standards were redrafted or removed for clarity and alignment with building and other land use codes.
- Certificate of occupancy and “Illegal ADUs” sections removed or adjusted to reflect enforcement capabilities and recognize how occupancy functions relative to building code requirements.
- Provisions added to allow for parallel reviews of ADUs alongside building permit submittal.
- Overall rearrangement of sections and standards for readability and usability.

Also included in this hearing are the necessary changes to LMC 19.12, Appeal Board of Adjustment. This updates repeals section 19.12.055, which grants authority to the Appeal Board of Adjustment to issue special property use permits for detached ADUs. Removal of this section is necessitated by the proposed transition to an administrative review process for all ADUs, and is done to maintain consistency across LMC.

Planning Commission Hearing

The Planning Commission held a public workshop regarding the proposed changes at the June 3 Planning Commission meeting, and a public hearing at the July 2 Planning Commission meeting. The Commission unanimously recommended approval of the proposed amendments.

Summary

The proposed draft represents a very leaned out ordinance, while retaining several of the original standards. The most substantial changes revolve around the adjustment to review procedures and the removal of difficult-to-enforce occupancy requirements. These changes reflect larger trends and reduction of requirements statewide. ADU development is an important tool in developing affordable housing, and the proposed changes reflect that theme.

ORDINANCE NO. 3581

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING LONGVIEW MUNICIPAL CODE CHAPTER 19.22.025 RELATING TO ACCESSORY DWELLING UNITS; REPEALING LONGVIEW MUNICIPAL CODE CHAPTER 19.12.055; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Longview has identified the need to increase the availability of affordable and attainable housing opportunities within the city; and

WHEREAS, accessory dwelling units (ADUs) are recognized as an important housing type that can provide additional housing opportunities, support multigenerational living arrangements, and increase housing choice in established residential neighborhoods; and

WHEREAS, the City Council finds that certain occupancy-related requirements contained in Chapter 19.22 LMC are difficult to administer and enforce and may unnecessarily discourage the development and use of ADUs; and

WHEREAS, the City Council further finds that the review process for detached ADUs should be streamlined to provide greater certainty, reduce processing time, and create consistency with the administrative review process used for other residential development applications; and

WHEREAS, the City Council finds that repealing Chapter 19.12.055 LMC and removing the requirement for Appeal Board of Adjustment review of detached ADUs will allow all ADUs to be reviewed through a similar administrative process; and

WHEREAS, the proposed amendments reorganize and clarify the ADU regulations to improve readability, usability, and consistency with other development standards contained in Title 19 LMC; and

WHEREAS, the Planning Commission conducted an open record public hearing on July 1, 2026 2026, and forwarded a recommendation for approval to the City Council; and

WHEREAS, the City Council has reviewed the record, considered the recommendation of the Planning Commission, held a public hearing pursuant to LMC 19.81 and received public comment, and finds that the amendments are consistent with the Comprehensive Plan and the public interest;

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

Section 1. Amendment of LMC 19.22.025.

Longview Municipal Code section 19.22.025, entitled Accessory Dwelling Units, is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. Repeal of LMC 19.12.055.

Longview Municipal Code Section 19.12.055 Special property use – Detached accessory dwelling units (ADU), is hereby repealed in its entirety.

Section 3. Purpose and Intent.

The amendments adopted by this ordinance are intended to:

- Support the use of accessory dwelling units as a form of affordable and attainable housing;
- Remove extraneous and difficult-to-enforce occupancy requirements;
- Streamline the review process for detached accessory dwelling units;
- Create consistency in development standards and permit review procedures throughout Title 19 LMC;
- Reduce permit processing time and increase certainty for applicants; and
- Improve the readability and usability of the accessory dwelling unit regulations.

Section 4. Severability.

If any section, subsection, sentence, clause, phrase, or provision of this ordinance, or its application to any person or circumstance, is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the remaining portions of this ordinance, which shall remain in full force and effect.

Section 5. Effective Date.

This ordinance shall take effect and be in force five (5) days after publication of an approved summary thereof in the official newspaper of the City of Longview, as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, AT A REGULAR MEETING HELD THIS DAY OF August 11, 2026.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A: Clean Draft of Revised Chapter 19.22.025

19.22.025 Accessory dwelling units.

- (1) The director shall have the authority to approve accessory dwelling units (ADUs) which are consistent with single-family neighborhood character and the regulations and provisions herein.
- (2) Accessory dwelling units (ADUs) are permitted in residential districts R-1, R-2, R-3, R-4 and TNR as accessory to single-family dwellings, subject to the requirements that follow. No ADU may be added to, created within, or constructed upon the same lot as a single-family dwelling without compliance with this section and applicable building and/or land use permits having been issued by the community development department.
- (3) General Standards. All ADUs shall comply with the following standards.
 - (a) Accessory dwelling units must be on the same lot as the single-family dwelling to which they are accessory. They may be attached (added to or created within) the existing single-family dwelling or as a detached structure. Only one ADU shall be permitted (attached or detached) as accessory to a single-family dwelling unit. No ADU may be occupied unless the single-family dwelling to which it is accessory possesses a current certificate of occupancy.
 - (b) Accessory dwelling units, whether detached or attached, shall not be allowed within cottage housing developments pursuant to LMC 19.23.050(6).
 - (c) Manufactured homes may be used for ADUs but must be less than 5 years old. Manufactured home installation shall comply with all provisions of LMCs 16.05 and 16.08, as applicable.
 - (d) The habitable area of any ADU, excluding any garage area, shall be not less than 300 square feet nor in excess of 1,500 square feet.
 - (e) No day care centers or adult family homes shall be permitted in ADUs or in single-family dwellings to which they are accessory. Family day care providers as defined in Chapter 19.09 LMC may be allowed.
 - (f) Exterior entrances and stairs shall meet the setback requirements of the zone the property is located in.
 - (g) All ADUs shall have separate street addresses that are visible from both the street and alley that clearly identify the location of the ADU.
 - (h) Public water and sewer service shall be required prior to occupancy of all ADUs. ADUs are not required to have separate independent utility connections and solid waste collection. Any upgrades necessary to facilitate the delivery of water or sewer service shall be the responsibility of the landowner.
 - (i) The ownership of ADUs shall not be separated from ownership of the single-family dwelling to which they are accessory, provided that the appropriate subdivision process may be completed to establish the accessory dwelling unit on a separate lot of record. New lots resulting from this subdivision process must meet all applicable zoning requirements and can be sold or transferred
 - (j) Parking. A minimum of two off-street parking spaces must be provided on the property where an ADU is proposed and additional parking for the ADU is required as follows:
 - (i) No minimum on-site parking spaces are required for an accessory dwelling unit in areas with on-street parking available.
 - (ii) One parking space is required for the ADU if on-street parking is not available.
 - (iii) On-street parking is defined as parking spaces legally available for parking of vehicles. Posted time- or day-restricted parking spaces are not considered as available for purposes of this section.

- (iv) A street/sidewalk entrance in the form of a walkway, landscaping features, mailbox post and similar construction to direct visitors to the ADU, will be required per the determination of the community development director upon recommendation by the fire marshal.
 - (k) Fire department access shall extend to within 150 feet of all portions of the exterior walls of the building as measured by an approved route. Distances in excess of 150 feet may result in additional requirements for construction as approved by the fire code official. Alleys shall not be considered for fire department access.
- (4) Standards for Attached ADUs. In addition to subsection (3), all attached ADUs shall conform to the following standards.
- (a) All attached ADUs shall be designed to maintain the appearance of the single-family dwelling to which they are accessory. If an ADU extends beyond the current footprint of the single-family dwelling, it must be consistent with the existing siding of the single-family dwelling. Any additions to an existing structure or building shall not exceed the allowable lot coverage or encroach into the required setbacks.
 - (b) When garage space is converted to accessory dwelling unit living space the portion of the driveway leading to the former garage may remain.
 - (c) Attached ADUs shall have at least one external entry.
- (5) Standards for Detached ADUs. In addition to subsection (3), all detached ADUs shall conform to the following standards.
- (a) Detached accessory dwelling units are not permitted in townhouse, zero lot line detached housing, or attached zero lot line housing developments.
- (6) Permitting Requirements. All land use, building, fire, and health codes and standards shall be applicable to all ADUs. All ADUs shall be reviewed and issued a land use approval prior to the construction or occupancy of an ADU.
- (a) Review of ADU permits is an administrative land use review, and subject to the requirements of Chapter 19 LMC.
 - (b) All applications for ADU reviews shall be on forms provided by the community development department, and the fee for such review shall be as provided in the community and economic development department master fee schedule;
 - (c) Prior to beginning construction of an ADU, all required building, plumbing, mechanical, electrical, and land use approvals and/or permits shall be acquired.
 - (d) ADU land use review applications may be submitted and reviewed prior to or concurrently with required building or site development permit applications. For ADU reviews submitted prior, the subsequent building permit(s) shall be submitted within 12 months, after which the ADU approval is expired, and a new application will be required.

19.22.025 Accessory dwelling units.

(1) ~~Purpose.~~ The director shall have the authority to approve ~~attached~~ accessory dwelling units (ADUs) which are consistent with single-family neighborhood character and the regulations and provisions herein. ~~The appeal board of adjustment shall have the authority to approve detached accessory dwelling units (ADUs) which are consistent with single-family neighborhood character and the regulations and provisions herein. It is not the intent of these regulations to provide for ADUs on every residential property and they shall not be deemed to create a right or privilege to establish or maintain an ADU which is not strictly in compliance with these regulations.~~

(2) ~~Requirements.~~ Accessory dwelling units (ADUs) ~~may be~~ permitted in residential districts R-1, R-2, R-3, R-4 and TNR as accessory to single-family dwellings, subject to the requirements that follow. No ADU may be added to, created within, or constructed upon the same lot as a single-family dwelling without compliance with this section and applicable building and/or land use permits having been issued by the community development department.

(3) ~~Site Requirements~~ General Standards. All ADUs shall comply with the following standards.

- (a) Accessory dwelling units must be on the same lot as the single-family dwelling to which they are accessory. They may be attached (added to or created within) the existing single-family dwelling or as a detached structure. Only one ADU shall be permitted (attached or detached) as accessory to a single-family dwelling unit. No ADU may be occupied unless the single-family dwelling to which it is accessory possesses a current certificate of occupancy.
- (b) Accessory dwelling units, whether detached or attached, shall not be allowed within cottage housing developments pursuant to LMC 19.23.050(6).
- (c) Manufactured homes may be used for ADUs but must be less than 5 years old. Manufactured home installation shall comply with all provisions of LMCs 16.05 and 16.08, as applicable.
- (d) The habitable area of any ADU, excluding any garage area, shall be not less than 300 square feet nor in excess of 1,500 square feet.
- (e) No day care centers or adult family homes shall be permitted in ADUs or in single-family dwellings to which they are accessory. Family day care providers as defined in Chapter 19.09 LMC may be allowed.
- (f) Exterior entrances and stairs shall meet the setback requirements of the zone the property is located in.
- (g) All ADUs shall have separate street addresses that are visible from both the street and alley that clearly identify the location of the ADU.
- (h) Public water and sewer service shall be required prior to occupancy of all ADUs. ADUs are not required to have separate independent utility connections and solid waste collection. Any upgrades necessary to facilitate the delivery of water or sewer service shall be the responsibility of the landowner.
- (i) The ownership of ADUs shall not be separated from ownership of the single-family dwelling to which they are accessory, provided that the appropriate subdivision process may be completed to establish the accessory dwelling unit on a separate lot of record. New lots resulting from this subdivision process must meet all applicable zoning requirements and can be sold or transferred

~~A certification from the public works director that existing water and sewer facilities serving the property are adequate is required.~~

(b) ~~Only one ADU shall be permitted (attached or detached) as accessory to a single-family dwelling unit.~~

(c) ~~An accessory dwelling unit may not be sold as a separate piece of property, or as a condominium unit, unless allowed by the existing zoning on the property.~~

(j) ~~Parking.~~ A minimum of two off-street parking spaces must be provided on the property where an ADU is proposed and additional parking for the ADU is required as follows:

- (i) No minimum on-site parking spaces are required for an accessory dwelling unit in areas with on-street parking available.
- (ii) One parking space is required for the ADU if on-street parking is not available.
- (iii) On-street parking is defined as parking spaces legally available for parking of vehicles. Posted time- or day-restricted parking spaces are not considered as available for purposes of this section.
- (iv) A street/sidewalk entrance in the form of a walkway, landscaping features, mailbox post and similar construction to direct visitors to the ADU, will be required per the determination of the community development director upon recommendation by the fire marshal.

(~~ke~~) Fire department access shall extend to within 150 feet of all portions of the exterior walls of the building as measured by an approved route. Distances in excess of 150 feet may result in additional requirements for construction as approved by the fire code official. Alleys shall not be considered for fire department access.

(4) Standards for Attached ADUs. In addition to subsection (3), all attached ADUs shall conform to the following standards.

(a) All attached ADUs shall be designed to maintain the appearance of the single-family dwelling to which they are accessory. If an ADU extends beyond the current footprint of the single-family dwelling, it must be consistent with the existing siding of the single-family dwelling. Any additions to an existing structure or building shall not exceed the allowable lot coverage or encroach into the required setbacks.

(b) When garage space is converted to accessory dwelling unit living space the portion of the driveway leading to the former garage may remain.

(c) Attached ADUs shall have at least one external entry.

(5) Standards for Detached ADUs. In addition to subsection (3), all detached ADUs shall conform to the following standards.

(a) Detached accessory dwelling units are not permitted in townhouse, zero lot line detached housing, or attached zero lot line housing developments.

(6) Permitting Requirements. All land use, building, fire, and health codes and standards shall be applicable to all ADUs. All ADUs shall be reviewed and issued a land use approval prior to the construction or occupancy of an ADU.

(a) Review of ADU permits is an administrative land use review, and subject to the requirements of Chapter 19 LMC.

(b) All applications for ADU reviews shall be on forms provided by the community development department, and the fee for such review shall be as provided in the community and economic development department master fee schedule;

(c) Prior to beginning construction of an ADU, all required building, plumbing, mechanical, electrical, and land use approvals and/or permits shall be acquired.

(c) ADU land use review applications may be submitted and reviewed prior to or concurrently with required building or site development permit applications. For ADU reviews submitted prior, the subsequent building permit(s) shall be submitted within 12 months, after which the ADU approval is expired, and a new application will be required.

~~(4) Building Requirements.~~

~~Accessory dwelling units must be on the same lot as the single family dwelling to which they are accessory. They may be attached (added to or created within) the existing single family dwelling as provided for in subsection (6) of this section, or detached as provided for in subsection (7) of this section.~~

~~All housing and building codes and standards shall be applicable to all ADUs including, but not limited to, the building code, the plumbing code, the electrical code, the mechanical code, the fire code, and all requirements of the Cowlitz County health department.~~

~~(c) Note, manufactured homes may be used for ADUs but must be less than 10 years old.~~

~~(c) ADUs are not required to have separate independent utility connections and solid waste collection.~~

~~(d) The square foot size of any ADU, excluding any garage area, shall be of not less than 300 square feet nor in excess of 1,500 square feet, and it shall contain no more than three bedrooms.~~

~~(e) Street facing entrances may be allowed. Exterior entrances can be located no closer than 10 feet to an adjoining property line.~~

~~(f) Any exterior stairs shall be placed in the rear or side yard and no closer than 10 feet to an adjoining property line.~~

~~(g) All ADUs shall have separate street addresses that are visible from both the street and alley that clearly identify the location of the ADU. (i)~~

~~(5) Occupancy.~~

~~(a) No ADU may be the residence of more than four persons.~~

~~(b) The owner of the property or immediate family member of the property owner, or contract purchaser of record, of the single family dwelling to which an ADU is accessory, shall reside either in the single family dwelling or the ADU as a permanent place of residence (must occupy one of the dwelling units on the property for more than six months of each calendar year).~~

~~(c) Only one of the residences may be rented or leased.~~

~~(d) Vacation (short term) rental, transient accommodation, and/or lodging is prohibited in ADUs or in single family dwellings to which they are accessory. "Vacation (short term) rental, transient accommodation and/or lodging" means the rental of any building or portion thereof used for the purpose of providing lodging for periods of less than 30 days.~~

~~(e) The ownership of ADUs may not be separated from ownership of the single family dwelling to which they~~

~~(f) Before issuance of the certificate of occupancy for an accessory dwelling unit, the homeowner must provide a copy of a statement recorded with the Cowlitz County auditor.~~

~~(i) The statement must read:~~

~~An application for a permit for an accessory dwelling unit has been submitted to the city of Longview by the owner of this property. Future owners are advised that the owner of the property must comply with all requirements of the Longview Zoning Code, as amended, if the accessory dwelling unit is to be occupied or rented.~~

~~(ii) If an accessory dwelling unit is to be removed, appropriate permits and inspections must first be received from the city. If a homeowner wants to remove the statement as required by subsection (5)(f)(i) of this section from the property's title, then the city shall issue an appropriate release upon evidence that the accessory dwelling unit has been removed. The release shall be recorded by the homeowner with the county auditor's office and a copy of the recorded release shall be provided to the city.~~

~~(g) No day care centers or adult family homes shall be permitted in ADUs or in single family dwellings to which they are accessory. Family day care providers as defined in Chapter 19.09 LMC may be allowed but the maximum number of children under care is limited to the maximum occupancy of the ADU.~~

~~(h) The following permit and inspection requirements shall be met:~~

~~(i) No ADU may be added to, created within, or constructed upon the same lot as a single family dwelling without a permit having been issued by the community development department;~~

~~(ii) All applications for ADU permits and reviews shall be on forms provided by the community development department, and the fee for such permit shall be as provided in the community and economic development department master fee schedule;~~

~~(iii) No ADU may be occupied unless the owner of record of the single family dwelling to which it is accessory possesses a current certificate of occupancy for such ADU;~~

~~(iv) Before any permit for the creation or construction of an ADU is granted, the proposed site thereof and the plans and specifications therefor shall be inspected by the building and fire officials to assure that the provisions of this chapter are not violated; and~~

~~(v) The building official may inspect ADUs after giving proper notice, at such time as a complaint alleging noncompliance with this chapter or the property maintenance code, Chapter 16.30 LMC, is received by the city. The purpose of such inspection shall be to determine if such ADU is in compliance with the requirements of this chapter. If such inspection reveals that such ADU is in compliance, the building official shall issue a certificate of occupancy for said ADU. If the inspection reveals the ADU is not in compliance, the building official shall not issue a certificate of occupancy for said ADU, and shall notify the owner or contract purchaser of the single family dwelling to which said ADU is accessory that said ADU must be vacated and not occupied until it is reinspected by the building official and found to be in compliance, or the ADU removed.~~

~~(6) Standards for Attached ADUs.~~

~~(a) All attached ADUs shall be designed to maintain the appearance of the single family dwelling to which they are accessory. If an ADU extends beyond the current footprint of the single family dwelling, it must be consistent with the existing siding of the single family dwelling. Any additions to an existing structure or building shall not exceed the allowable lot coverage or encroach into the required setbacks.~~

~~(b) When garage space is converted to accessory dwelling unit living space the portion of the driveway leading to the former garage may remain.~~

~~(7) Standards for Detached ADUs. In the event that the appeal board of adjustment grants a special property use permit for the construction of a detached ADU (i.e., an ADU that is not added to or created within the single family dwelling) in accordance with LMC 19.12.055, all of the provisions of this chapter shall be applicable thereto. In addition, the following provisions shall be applicable to such detached ADUs:~~

~~(a) Landscaping may be provided for the privacy and screening of adjacent properties. Tall vegetative landscaping may be required between any windows or decks facing adjacent residential properties.~~

~~(b) Two story, detached accessory dwelling units may be designed to protect the privacy of adjacent residential uses.~~

~~(c) Detached accessory dwelling units are not permitted in townhouse, zero lot line detached housing, or attached zero lot line housing developments.~~

~~(8) Special Property Use Hearings.~~

~~(a) All proposed detached ADUs shall require a special property use permit be granted by the appeal board of adjustment with consideration of impacts to privacy of neighboring properties. Where practical, locate and design~~

~~the ADU to minimize disruption of privacy and outdoor activities on adjacent properties. Strategies to accomplish this include, but are not limited to: window staggering, entries face away, no overlooking decks, landscaping.~~

~~(b) In its consideration of an application, the board shall evaluate:~~

~~(i) Compliance with subsections (8)(a) and (8)(b) of this section.~~

~~(ii) Window locations.~~

~~(iii) Impacts from shading of neighboring properties, specifically solar access and impacts to existing solar collection systems, photo-voltaic or solar heating.~~

~~(9) Existing Illegal ADUs.~~

~~(a) Application may be made for any accessory dwelling unit existing prior to January 1, 2022, to become legally permitted, pursuant to the provisions of this section.~~

~~(b) An application to legalize an existing ADU shall include an application for an ADU permit and a building permit application, showing changes made to the main residence or detached accessory building to accommodate the ADU. Approval shall be consistent with the ADU regulations and process outlined in this section. The ADU shall be reviewed using the current editions of building codes in place at the time its owner brings the unit forward for permit.~~

~~(c) Nothing in this section shall require that the city permit existing ADUs that are determined to be dangerous. (Ord. 3555 § 1 (Exh. R), 2025; Ord. 3466 § 2, 2022).~~



City of Longview

Agenda Summary

ORDINANCE NO. 3582 – AN ORDINANCE OF THE CITY OF LONGVIEW AMENDING LONGVIEW MUNICIPAL CODE CHAPTER 19.40, COUNTY EVENT CENTER ZONING DISTRICT, TO ALLOW FOR ANIMAL SHELTERING AS AN ALLOWED USE AND REDUCING ACCESS RESTRICTIONS TO PEARDALE LANE

RECOMMENDED ACTION:

HOLD PUBLIC HEARING AND MOTION TO ADOPT ORDINANCE NO. 3582

COUNCIL INITIATIVE ADDRESSED:

Advancing economic opportunity and community vitality
Investing in infrastructure

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City of Longview is proposing to amend LMC 19.40, the County Event Center (CEC) zoning district to add animal shelters as an allowed use in the CEC zoning district and reduce access restrictions currently in place for Peardale Lane. The access changes would allow for broader access for both County Event Center and County Fair activities and related uses.

At it's July 1, 2026 meeting the Planning Commission made a recommendation to approve the proposed changes regarding animal sheltering, and made a recommendation to deny the proposed access changes to Peardale Lane. Final decision on the proposed updates will be determined by City Council.

Two versions of the enacting ordinance are included with this agenda summary to account for differing outcomes. Only one version would be adopted.

This zoning amendment is being processed as a legislative amendment.

STAFF CONTACT:

Nick Little, Community Development Director
Nick.little@ci.longview.wa.us

Attachments:

1. Council Memorandum (complete)
2. ORDINANCE NO 3582 (Version 1)
3. ORDINANCE NO 3582 (Version 2)



TO: Longview City Council

FROM: Nick Little, CED Director

MEETING DATE: August 11, 2026

SUBJECT: County Event Center (CEC) District Updates

Pursuant to LMC 19.90.010, the city council has, by its own order, elected to amend portions the County Event Center zoning District, known as Chapter 19.40 of Longview Municipal Code. The proposed amendments must first be heard by the Longview Planning Commission, with said decision being reported to the city council for a final decision.

The proposed amendments were first presented at the June 3rd, 2026 Planning Commission meeting, A hearing was subsequently held before the planning Commission at the regularly scheduled July 1st, 2026 meeting, wherein the Planning Commission recommended approval of the updates regarding the addition of animal sheltering to the list of allowed uses and recommended denial of the proposed updates expanding access from Pearldale Lane.

County Event Center District History

The County Event Center District (CEC) covers approximately 50 acres in the eastern portion of the city, immediately adjacent to the City Limits of Kelso. Cowlitz County is the predominant landowner, with the Longview Development Authority owning a small parcel and the City of Longview having control over 7th Avenue and Pearldale Lane rights-of-way. A map of the CEC district is attached as Exhibit A.

The County Event Center District (CEC) was originally established in 1983 as the “*County Fairgrounds District*.” As the name implied, the district was established to foster the ongoing use of the County-owned property as fairgrounds. At the time of establishment,

the allowed uses were largely similar to today's version of the ordinance, although changes to these uses have occurred a few times over the years.

The ordinance was first updated in 1996 to expand the allowed uses to include the placement of "*juvenile and adult justice facilities, which include detention facilities, offices and courtrooms,*" however these uses were not an allowed outright, and were subject to special use review by the Appeal Board of Adjustment.

More substantive amendments came in 2013 as the district was renamed as the "*County Event Center District,*" ostensibly to recognize the evolution of the area from a fairground to a more expanded year-round event center. As part of this effort, several code provisions were updated. The juvenile and adult justice facilities land uses added in 1996 were removed, and several allowed uses were added, including hotels, motels, recreational vehicle parks, and the storage of County-owned vehicles and equipment. Importantly, limitations were added that restricted stay times for any future recreational vehicle park and provisions added that limited access from Peardale Lane to fair activities and emergency services only.

The most recent amendment to the CEC district came in 2021 as a response to HB 1220, which required cities to allow emergency housing, transitional housing, and emergency shelters in those zoning districts that allowed hotels.

Proposed Amendments

The proposed amendments were brought about as a result of the city's desire to assist in the ongoing use and development of the County Event Center property and reduce barriers to potential future developments the County desires to include in this area. The city sees the ongoing development of the CEC district as an overall benefit to the public, both in economic development, tourism, and in potential partnership opportunities in the development of future facilities.

The proposed amendments cover two specific topics:

1. The addition of animal sheltering as an allowed use; and
2. Removal of access limitations to allow for Peardale Lane access.

The proposed language is as follows:

19.40.010 Uses Permitted. (new language)

(12) “Animal sheltering, when operated by a governmental entity or an operator contracted to a governmental entity, provided the facility is constructed and operated in compliance with LMC 6.07;”

19.40.100 Peardale Lane access. (amended language)

“Except for Cowlitz County Fair, Event Center, or other related Fair or Event Center facility activities, access to and from Peardale Lane shall be limited to emergency services only.”

The proposed language can be viewed in the context of the entire ordinance in the attached strikeout/underline version of Chapter 19.40, attached as Exhibit B.

The “animal sheltering” language is narrowly drafted to include only those animal shelter that are operated by a governmental entity or a contractor contracted to a governmental entity. Also included was language establishing a clear connection to the standards of LMC 6.07, which contains the city’s development standards for the accommodation of a large number of animals, including kennels and animal shelter facilities. The entire text of LMC 6.07 can be found here: [LMC 6.07](#).

Peardale Lane access is significantly expanded but still contains some limitations for use. The additional opportunities for use were expanded to include not just “Fair activity” as described in the existing language, but activities related to the event center or related activities. This would include primary and/or secondary access for other developments related to the event center, such as an associated recreational vehicle park or other future facility developments.

Summary of Updates

The addition of animal sheltering as an allowed use is specific and defined: it allows for animal sheltering only when operated by a governmental entity (ostensibly the County) or by an operator contracted by the County to operate said facility.

The Peardale Lane provision was updated to indicate that access is allowed for event center and associated activities, not only fair activities. The underlying theme of the original restriction remains intact, but the amendment creates language that is more in line with the overall intent of the zone and use of the properties. This amendment would not allow access for general governmental or private purposes, or any other use not directly associated with the fair, event center, or related fair or event center facilities.

Planning Commission Recommendation

The Planning Commission recommended, 4-0, to approve the proposed updates regarding the addition of animal sheltering to the allowed uses within the CEC zoning district.

The Planning Commission recommended, 4-0, to deny the proposed updates regarding the expansion of Event Center and fairground access from Pearldale Lane.

Appendix A to this memorandum includes the testimony and discussion from the hearing.

Appendix B to this memorandum includes public comment received in advance of the hearing.

APPENDIX A

Planning Commission Hearing Discussion, Decision, and Public Comment , July 1, 2026.

- Presentation by staff showing history of CEC district, reasoning behind proposed changes, and proposed code changes.
- Chairman Collins requested clarification regarding setbacks of kennels, confirming that the greater of the two applicable setbacks would rule.
- Public comment period opened by Chairman Collins.
- Myrna R., Peardale resident: Read letter from Evelyn O. (Peardale resident) into record. Discussed issues with fairgrounds in residential area, including excessive litter and debris, parking issues, and theft. Own comments discussed issues with parking, size of street, and influx of outside persons during fair time. Also noted noise issues resulting from barking dogs coming from potential future animal shelters/kennels.
- Mark S., Peardale resident: Too many people already down there, concerned about future traffic.
- Unnamed Resident: Parking excessive during fair time. Additionally RVs and RV parking could create emergency service response. Concerned that future RV Park expansion could further exacerbate traffic issues.
- Jennifer L.: Representing WSU Master Gardener Program. Questions regarding master gardener's greenhouse whether it is an allowed use. Clarification on PDA vs. PFD vs. County.
- Public comment period closed
- Motion made BY Commissioner Lieber to approve proposed amendments. Discussion commences.

- Commissioner Moss: Requests clarification on scope of allowed access. Staff confirmed future access would be broadly allowed for any use, permanent or temporary, related to the Event Center or Fairground.
- Commissioner Leber: Surprised at lack of comments on animal shelter provisions. Not entirely comfortable with broad nature of Peardale access. Curious about challenges community faces during fair time, particularly parking.
- Commissioner Collins: Enough protection in existing codes for animal sheltering use. Doesn't see as many protections for access. Doesn't see a demonstrated need for such a remote access with so many other fairground accesses points already present.
- Ramona Lieber moves to bifurcate motion to address both issues separately.
- Planning Commission votes to approve animal shelter use updates: 4-0
- Planning Commission votes to deny Peardale access expansion updates: 0-4

APPENDIX B

Nick Little

From: Brenda Snyder <bjsnyder@live.com>
Sent: Tuesday, June 30, 2026 11:21 PM
To: Nick Little
Subject: Zoning & Peardale Lane

June 30, 2026

Nick Little
Community Development Director

RE: Zoning, Fairgrounds and Peardale Lane

I don't know the exact wording as it is now. I know the wording relates to the gates at the south end of the fairgrounds (Peardale Lane) being accessible (unlocked, unsecured) to campers for fairground purposes during the days of the fair but I would like to know what the proposed language says if rezoned.

Peardale Lane off 7th Avenue is a quiet, relatively safe neighborhood. With the south end gate being accessible during all events at the fairgrounds for RV parking it would increase traffic and noise on our street not to mention a loss of the neighborhood security.

As it is now, the fairgrounds have a total of FIVE access points for entry and exit. The main gate at the North end of the grounds at 5th and Washington St, there's a gate off 3rd Avenue at the East side of the grounds, and 3 gates at the West end of the grounds off 7th Avenue. Any or all of these gates serve the purpose now for RVs to enter and exit. The entry closest to the horse barn off 7th ave would be a good choice as well as the gate off 3rd Avenue. These would also meet the requirements for two points of exit in the case of an emergency.

The gate at Peardale is the farthest from the fairgrounds staff and with all the other gates available I don't see the need for another gate to be left unsecured. Go ahead and beautify the space, park the RV's but it doesn't need to be made an entry or exit point.

There is also a great spot for an RV park at the NW corner of the field across the street from the fairgrounds.

Thank you,

Brenda Snyder
652 Peardale Lane
Longview, WA
360-430-3215
bjsnyder@live.com

Nick Little

From: Kathy Thompson <kathysteve3035@outlook.com>
Sent: Monday, June 29, 2026 12:43 PM
To: Nick Little
Subject: RE: Proposal to reduce access limitations on Peardale Lane

Thank you!

From: Nick Little <Nick.Little@ci.longview.wa.us>
Sent: Monday, June 29, 2026 11:54 AM
To: Kathy Thompson <kathysteve3035@outlook.com>
Subject: RE: Proposal to reduce access limitations on Peardale Lane

Hi Kathy,

Aside from the video in the previous email, I was also able to locate the updated plan from 2024 on the County's site: [CHJC MIG Cowlitz PFD CCEC FINAL](#). It wasn't readily apparent, nor was it on the Event Center's website either (at least that I can find). I will find out who is supposed to be managing the City's Event Center site and see that it gets updated there.

There are no proposed changes to the RV Park ordinance (LMC 19.65), the Binding Site Plan ordinance (LMC 19.90), or anything else related to RV Parks (LMC 19.40.090), so the provisions in those ordinances are applicable to future development, including time parameters and public review process.

We do not have a proposal or application for review for that site, so I could not say what form of security and oversight a future park might have. We did have that preapplication I mentioned previously, but it was lite on details such as this (as many preapp meetings are). Ultimately, those questions would need to be addressed as part of any future application and review process. For general oversight, I would presume that it would be under the Event Center (County) purview, but that is just a presumption on my part.

Thanks,
Nick



Nick Little

Community Development Director
o 360.442.5080x | c 360.916-6317
mylongview.com

From: Kathy Thompson <kathysteve3035@outlook.com>
Sent: Monday, June 29, 2026 9:11 AM
To: Nick Little <Nick.Little@ci.longview.wa.us>
Subject: RE: Proposal to reduce access limitations on Peardale Lane

Hi Nick,

Thanks for this information.

When I searched for the Event Center Master Plan on the City's website, the only plan that shows up is the 2010 version. I don't find this updated information on the website.

In reading the information you sent previously, under Section 19.40.090 (Recreational vehicle parks), it says that RV parks would be limited to provide accommodations for events at the Event Center or other community events and that "No recreational vehicle may occupy the park for more than 14 days in any one 30-day period." Is this still the case?

Do you have any idea what type of security/oversight would be required to be provided at an RV park, such as the one envisioned in the updated plan?

The Peardale condominiums are a vulnerable community with an average age of 75+. We're still reeling from an incident a couple of months ago when a man with a large knife was in our complex and several calls to 911 produced no response whatsoever from Longview Police.

From: Nick Little <Nick.Little@ci.longview.wa.us>
Sent: Monday, June 29, 2026 8:01 AM
To: Kathy Thompson <kathysteve3035@outlook.com>
Subject: RE: Proposal to reduce access limitations on Peardale Lane

Hi Kathy,

I believe the Event Center Master Plan was updated in April of 2024, so the 2010 maps are largely outdated. The updated plan call for a future event-center/fair related RV overnight parking on the property along Peardale.

Bob Gregory with the Public Facilities District did a brief presentation before city council in February; that can be located here: [Cowlitz County Event Center master plan update](#)

To date, we have not had a formal application for any RV Park or anything else related to that property. We did conduct a *pre*application meeting several months ago in which City staff noted that the CEC district did not allow for regular access via Peardale. The proposed code amendment would allow for that broader access to such a facility, provided that it was operated in conjunction with Event Center and/or Fair activities.

Thanks,
Nick



Nick Little

Community Development Director

o 360.442.5080x | c 360.916-6317

mylongview.com

From: Kathy Thompson <kathysteve3035@outlook.com>
Sent: Sunday, June 28, 2026 4:01 PM

To: Nick Little <Nick.Little@ci.longview.wa.us>

Subject: RE: Proposal to reduce access limitations on Peardale Lane

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

Hi Nick,

When I looked at the Cowlitz County Event Center Master Plan dated April 2010, it appears that there were three map alternatives presented in the master plan, Alternative A, Alternative B, and the Preferred Alternative (attached). Which Alternative was selected (i.e., is applicable)? Both Alternative A and Alternative B show RV parking adjacent to Peardale Lane, but the Preferred Alternative does not.

Thanks for your help.

Kathy Thompson
Treasurer/Member At Large
Peardale Residential Association
360.749.4901

From: Nick Little <Nick.Little@ci.longview.wa.us>

Sent: Monday, June 22, 2026 7:59 AM

To: Kathy Thompson <kathysteve3035@outlook.com>

Cc: Larry Peterson (larkar1@comcast.net) <larkar1@comcast.net>; Patti Peterson (pattipeterson605@comcast.net) <pattipeterson605@comcast.net>; kimnspike <kimnspike@earthlink.net>

Subject: RE: Proposal to reduce access limitations on Peardale Lane

Hello Kathy,

My apologies, it will be posted as soon as possible to the Community Development page. In the interim, attached are the following:

- SEPA DNS Cover Sheet
- SEPA checklist/Supplement D
- CEC Map
- Strikeout/underline version of the draft updates
- The Staff memorandum from June

In a nutshell, the proposed changes to the Peardale access would allow for broader access through Peardale for Fairground/Event Center activities. The language currently limits it to simply "Fair activity." The proposed changes would include Event Center-related facilities; a much broader category that would include allow for other activities to use Peardale, such as the RV Park envisioned in the master plan.

Thanks,
Nick



Nick Little

Community Development Director

o 360.442.5080x | c 360.916-6317

mylongview.com

From: Kathy Thompson <kathysteve3035@outlook.com>

Sent: Thursday, June 18, 2026 4:12 PM

To: Nick Little <Nick.Little@ci.longview.wa.us>

Cc: Larry Peterson (larkar1@comcast.net) <larkar1@comcast.net>; Patti Peterson (pattipeterson605@comcast.net) <pattipeterson605@comcast.net>; kimnspike <kimnspike@earthlink.net>

Subject: Proposal to reduce access limitations on Peardale Lane

Hi Nick,

We received a notice about a SEPA determination and public hearing regarding a proposal to “reduce access limitation on Peardale Lane and allow for broader access to County Event Center/Fairgrounds property from Peardale Lane”. The notice says there is information about this proposed change on your website, but there currently isn’t any information about this proposed change; there is only information about an older proposed change on Columbia Heights Road. Please send me the applicable information, including maps, about this proposed change.

Kathy Thompson
360.749.4901

ORDINANCE NO. 3582

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING CHAPTER 19.40 OF THE LONGVIEW MUNICIPAL CODE RELATING TO THE COUNTY EVENT CENTER (CEC) DISTRICT; EXPANDING PERMITTED USES TO INCLUDE GOVERNMENTAL ANIMAL SHELTERING; REVISING ACCESS PROVISIONS FOR PEARDALE LANE TO SUPPORT COUNTY EVENT CENTER AND RELATED FACILITIES; AND PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the County Event Center (CEC) District was established to provide for the continued use and development of the County-owned Event Center property and has evolved over time to accommodate changing community needs and opportunities; and

WHEREAS, Cowlitz County is the primary property owner within the County Event Center District, and the City of Longview and Cowlitz County have maintained a longstanding partnership in the planning, development, and operation of the County Event Center and Fairgrounds for the benefit of the citizens of both jurisdictions; and

WHEREAS, the City Council initiated amendments to Chapter 19.40 of the Longview Municipal Code to ensure that the zoning regulations governing the County Event Center District continue to support the long-term public use, development, and economic vitality of this unique regional public facility; and

WHEREAS, the City Council finds that the County Event Center has evolved beyond a venue used primarily for the annual fair and now serves as a year-round regional destination for public events, community gatherings, recreation, tourism, educational activities, and other public-serving functions; and

WHEREAS, the City Council further finds that the existing access limitation restricting Peardale Lane access solely to Fair activities no longer reflects the present or anticipated operation of the County Event Center and unnecessarily limits future development opportunities that are consistent with the purpose and intent of the County Event Center District; and

WHEREAS, the City Council finds that allowing access from Peardale Lane for County Event Center, Fair, and other related Event Center facilities and activities will better implement the long-term vision for the County-owned property, provide flexibility for future public facilities identified in the County Event Center Master Plan, and strengthen the City's partnership with Cowlitz County while maintaining the limitation that such access remain directly associated with Event Center operations; and

WHEREAS, the City Council further finds that the addition of governmental animal sheltering as a permitted use is consistent with the public and governmental nature of the County Event Center District, provides flexibility for future public service needs, and is compatible with the purpose of the zoning district when operated in accordance with applicable municipal regulations; and

WHEREAS, environmental review of the proposed amendments was completed pursuant to the State Environmental Policy Act, and a Determination of Nonsignificance was issued; and

WHEREAS, after considering the Planning Commission's recommendation, the staff report, the public testimony received, the Comprehensive Plan, the purpose and intent of the County Event Center District, and the entire legislative record, the City Council finds that adoption of these amendments is in the best interests of the City, advances the public welfare, promotes intergovernmental cooperation, and better serves the long-term needs of the County Event Center as a regional public facility.

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

Section 1. Findings.

The recitals set forth above are hereby adopted as findings of the City Council.

Section 2. Amendment to LMC 19.40.010 – Uses Permitted.

Section 19.40.010 of the Longview Municipal Code is hereby amended to add the following permitted use:

"(12) Animal sheltering, when operated by a governmental entity or an operator contracted to a governmental entity, provided the facility is constructed and operated in compliance with LMC 6.07."

Section 3. Amendment to LMC 19.40.100 – Peardale Lane Access.

Section 19.40.100 of the Longview Municipal Code is hereby amended to read as follows:

"Except for Cowlitz County Fair, Event Center, or other related Fair or Event Center facility activities, access to and from Peardale Lane shall be limited to emergency services only."

Section 4. Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5. Codification.

The City Clerk is authorized to codify the amendments adopted herein as part of the Longview Municipal Code and to make such formatting, numbering, and clerical corrections as are necessary to accomplish codification.

Section 6. Effective Date.

This ordinance shall take effect and be in force five (5) days after its publication as required by law.

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

CITY OF LONGVIEW

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

ORDINANCE NO. 3582

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON, AMENDING CHAPTER 19.40 OF THE LONGVIEW MUNICIPAL CODE RELATING TO THE COUNTY EVENT CENTER (CEC) DISTRICT; ADDING GOVERNMENTAL ANIMAL SHELTERING AS A PERMITTED USE; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the County Event Center (CEC) District was established to provide for the continued use and development of the County-owned Event Center property and has evolved over time to accommodate changing community needs and opportunities; and

WHEREAS, Cowlitz County is the primary property owner within the County Event Center District, and the City of Longview and Cowlitz County have maintained a longstanding partnership in the planning, development, and operation of the County Event Center and Fairgrounds for the benefit of the citizens of both jurisdictions; and

WHEREAS, the City Council initiated amendment to Chapter 19.40 of the Longview Municipal Code to provide additional flexibility for future public uses within the County Event Center District while preserving the overall purpose and intent of the district; and

WHEREAS, the proposed amendment would add governmental animal sheltering as a permitted use within the County Event Center District when operated by a governmental entity or a governmental contractor and in compliance with LMC 6.07; and

WHEREAS, the City Council finds that governmental animal sheltering is a public-serving governmental function that is compatible with the purpose of the County Event Center District and provides additional flexibility to meet future public service needs while remaining consistent with the character of the district; and

WHEREAS, environmental review of the proposed amendments was completed pursuant to the State Environmental Policy Act, and a Determination of Nonsignificance was issued; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing and recommended approval of the governmental animal shelter amendment while recommending denial of the proposed amendment relating to Peardale Lane access; and

WHEREAS, after considering the Planning Commission recommendation, the staff report, public testimony, the Comprehensive Plan, and the entire legislative record, the City Council finds that adoption of the governmental animal shelter amendment is in the best

interests of the City and promotes the efficient use of publicly owned property while maintaining the existing operational limitations applicable to Peardale Lane;

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

Section 1. Findings.

The recitals set forth above are hereby adopted as findings of the City Council.

Section 2. Amendment to LMC 19.40.010 – Uses Permitted.

Section 19.40.010 of the Longview Municipal Code is hereby amended to add the following permitted use:

"(12) Animal sheltering, when operated by a governmental entity or an operator contracted to a governmental entity, provided the facility is constructed and operated in compliance with LMC 6.07."

Section 3. Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. Codification.

The City Clerk is authorized to codify the amendments adopted herein as part of the Longview Municipal Code and to make such formatting, numbering, and clerical corrections as are necessary to accomplish codification.

Section 5. Effective Date.

This ordinance shall take effect and be in force five (5) days after its publication as required by law.

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

CITY OF LONGVIEW

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney



City of Longview

Agenda Summary

RESOLUTION NO. 2636 - AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE DEPARTMENT OF COMMERCE AND COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING AGREEMENTS AND THE ASSOCIATED VENDOR AGREEMENT AND PURCHASING DOCUMENTS FOR THE FIRE STATION 81 AND 82 STATION ALERTING SYSTEM PROJECT, IN AN AMOUNT NOT TO EXCEED \$249,449.16, SUBJECT TO APPROVAL AS TO FORM BY THE CITY ATTORNEY

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2636

DATE: August 11, 2026

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Community Safety

Future-Ready infrastructure

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The Longview Fire Department is preparing to replace and upgrade the fire station alerting systems at Fire Stations 81 and 82. The existing alerting equipment is outdated, and portions of the current system are no longer adequately supported or repairable. A reliable station alerting system is essential to ensure that on-duty personnel receive immediate and accurate notification of emergency incidents.

The proposed project will provide Phoenix G2 fire station alerting systems manufactured by Honeywell International Inc. through its US Digital Designs group. The project includes the required hardware and software, installation, configuration, startup, testing, training, and warranty services. The station equipment will be installed by E1 Audiovisual Technologies, a Phoenix G2-certified installation contractor.

The total project cost is \$249,449.16. The Washington State Department of Commerce awarded the City \$155,000 through the Fire Department Response Efficiency Project. After deduction of a \$4,650 administrative fee, the net Department of Commerce funding available for the project is \$150,350. The remaining \$99,099.16 is intended to be funded through Community Development Block Grant funds.

The Department of Commerce and Community Development Block Grant funding agreements are currently being finalized. The vendor has notified the City of an upcoming equipment price increase. Council authorization at this time will allow the City Manager to execute the funding agreements and associated vendor documents promptly after the agreements are completed and approved as to form by the City Attorney. This will allow the equipment to be ordered at the current quoted price and help avoid additional costs or project delays.

No General Fund contribution is anticipated, provided the Department of Commerce and Community Development Block Grant funding agreements are finalized as planned.

RECOMMENDED ACTION:

Motion to authorize the City Manager, or designee, to execute the Department of Commerce and Community Development Block Grant funding agreements and the associated vendor agreement and purchasing documents for the Fire Stations 81 and 82 station alerting system project, in an amount not to exceed \$249,449.16, subject to approval as to form by the City Attorney.

STAFF CONTACT:

Brad Hannig, Fire Chief

Attachments:

1. CDBG-Alerting System Resolution
2. 1670_001
3. CDBG Subrecipient Agreement with Longview Fire

CITY OF LONGVIEW, WASHINGTON

RESOLUTION NO. 2636

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE WASHINGTON STATE DEPARTMENT OF COMMERCE GRANT AGREEMENT, COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING AGREEMENT, AND ASSOCIATED VENDOR AGREEMENT AND PURCHASING DOCUMENTS FOR THE PURCHASE AND INSTALLATION OF FIRE STATION ALERTING SYSTEMS FOR FIRE STATIONS 81 AND 82.

WHEREAS, the Longview Fire Department has determined that the existing fire station alerting systems at Fire Stations 81 and 82 have reached the end of their useful life and require replacement to maintain reliable emergency response capabilities; and

WHEREAS, the proposed project includes the purchase and installation of Phoenix G2 Fire Station Alerting Systems, including all required hardware, software, installation, testing, training, and warranty services, at a total project cost not to exceed **\$249,449.16**; and

WHEREAS, the Washington State Department of Commerce has awarded grant funding for the project through the Fire Department Response Efficiency Project, and the remaining project costs are anticipated to be funded through Community Development Block Grant funds; and

WHEREAS, the Department of Commerce Grant Agreement and Community Development Block Grant Funding Agreement are currently being finalized, and prompt execution of the funding agreements and associated purchasing documents will allow the City to secure current vendor pricing and avoid unnecessary project cost increases; and

WHEREAS, execution of the agreements is contingent upon approval as to form by the City Attorney.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LONGVIEW AS FOLLOWS:

Section 1. The City Manager, or designee, is hereby authorized to execute, upon finalization and approval as to form by the City Attorney, the Washington State Department of Commerce Grant Agreement, the Community Development Block Grant Funding Agreement, and the associated vendor agreement and purchasing documents with Honeywell International Inc., through its US Digital Designs group, for the purchase and installation of Phoenix G2 Fire Station Alerting Systems at Fire Stations 81 and 82, in an amount not to exceed **\$249,449.16**.

Section 2. The City Manager, or designee, is further authorized to execute such additional documents and take such actions as may be necessary to carry out the purpose and intent of this Resolution.

Section 3. This Resolution shall take effect immediately upon its adoption.

ADOPTED by the City Council of the City of Longview at a regular meeting thereof held this 11th day of August, 2026.

CITY OF LONGVIEW

Errik Halvorson, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney



P.O. Box 128
Longview, WA 98632-7080
www.mylongview.com

July 1, 2026

Longview Fire Department
Attention: Brag Hannig
740 Commerce Ave.
Longview, WA 98632

RE: Award Letter Longview Fire Alert System

Dear Chief Hannig,

On May 14, 2026, Longview City Council a public hearing was held to allocate HUD 2026 CDBG program grant funds to eligible projects. The Longview City Council, after holding a public hearing, voted to allocate a portion of City of Longview CDBG programs funds, \$100,448.76 to the replacement of the fire alerting system at Station 81 on Commerce Street.

The City of Longview supports Longview Fire's mission to "maximize the safety and well-being of our community by reducing risk to life and property." The city is providing funds to replace the alerting system and improve response time as a part of a public facilities upgrade. The city also affirms that this project aligns with the goals of the 2025-2029 Consolidated Plan to provide public facilities and improvements. We understand the importance of the fire alert system replacement as Station 81 serves a majority of the low-to-moderate income residents in Longview. Thank you to you and your department for your service to the community.

More information on the CDBG Program is available online at:
<https://www.hudexchange.info/programs/cdbg/>

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenny Robinson".

Kenny Robinson
Program Coordination Specialist

COMMUNITY DEVELOPMENT • 1525 Broadway • Longview, WA 98632
(360) 442.5086 • (360) 442.5093 fax



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1500 Jefferson Street SE | PO Box 42525 | Olympia, Washington 98501 | 360-725-4000
***commerce.wa.gov

June 29, 2026

Matt Amos
Battalion Chief
City of Longview
740 Commerce Ave
Longview, WA 98632

Dear Matt:

Congratulations! Governor Ferguson recently signed the 2026 Supplemental Capital Budget, which includes an appropriation of \$155,000 for the Fire Department Response Efficiency Project.

The Department of Commerce will administer the project and will retain three percent up to a maximum of \$50,000 to cover our administrative costs. Accordingly, your net grant award will be \$150,350.

Prior to receiving funds, City of Longview must fulfill certain requirements and have an executed contract with the Department of Commerce. The enclosed set of contracting guidelines will assist you with the process.

If you have any questions or need additional information, please contact your program manager, Rick Torrance, at (360) 725-3123 or rick.torrance@commerce.wa.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read "Addeline", written over a horizontal line.

Addeline Craig
Managing Director
Community Capital Facilities

**COMMUNITY DEVELOPMENT BLOCK GRANT
SUBRECIPIENT AGREEMENT
BETWEEN THE CITY OF LONGVIEW
AND
LONGVIEW FIRE**

THIS COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT ("Agreement") entered into as of August 11, 2026 the "Effective Date") by and between the CITY OF LONGVIEW, a Washington municipal corporation ("City") and Longview Fire.

R E C I T A L S

A. The City has entered into various funding agreements with the United States Department of Housing and Urban Development ("HUD"), which agreements provide funds ("CDBG Funds") to the City under the Federal Housing and Community Development Act of 1974 (42 USC Sections 5301 et seq.), as amended from time to time (the "Act"), and the regulations promulgated thereunder 24 CFR Sections 570 et seq. ("Regulations").

B. The Act provides that the City may grant or loan the CDBG funds to nonprofit organizations for certain purposes allowed under the Act.

C. Subrecipient is willing and able to perform duties and render services which are determined by the City Council to be necessary or appropriate for the welfare of residents of City in a manner authorized by the Act and Regulations.

NOW, THEREFORE, the parties hereto agree as follows:

1.0 **TERM OF AGREEMENT.** Unless earlier terminated in accordance with Section 8.4 of this Agreement, this Agreement shall continue in force and effect until 7/31/2027__.

1.1 **Subaward Information.**

a. Unique Entity Identifier number:

5QZ84

b. Federal Award Identification Number (FAIN): B-26-MC-53-0019

c. CFDA Number and Name: 14.218, Community Development Block Grant (CDBG) Program for Entitlement Communities

2.0 **SUBRECIPIENT OBLIGATIONS**

2.1 **Use of CDBG Funds.** Subrecipient hereby agrees to use the CDBG funds provided to Subrecipient solely for the project pursuant to all of the terms and conditions of this Agreement. The project is more particularly set forth in Exhibit A, attached hereto and incorporated herein by reference (the "Scope of Work"). The CDBG funds shall be used solely to reimburse the actual expenses incurred by Subrecipient for the project as set forth in the "Budget" attached hereto as Exhibit B and incorporated herein by reference. Contract Officer may approve minor changes to the budget that do not exceed the maximum amount in paragraph 3.1 of this Agreement.

2.2 Representation and Warranties. Subrecipient hereby represents and warrants to the City as follows:

- a. Subrecipient has read and is familiar with all of the terms and provisions of the Act and the regulations applicable to Subrecipient.
- b. Subrecipient is a nonprofit organization permitted to receive CDBG funds under the Act and the Regulations.
- c. The use of the facility, the project, and the expenses to be reimbursed by the CDBG funds, as described in the budget, are permitted uses of CDBG funds under the Act and the Regulations.

2.3 Compliance with Law. Subrecipient shall perform the project and operate the facility, if applicable, in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered, including, but not limited to the Act and the Regulations. Particularly, Subrecipient shall comply with the requirements and standards of the following:

- a. 2 CFR part 200 "Uniform Administrative Requirements, Cost Principles, and Requirements for Federal Awards", as applicable;
- b. All Federal laws and regulations described in 24 CFR Part 84 and Subpart K of 24 CFR Part 570, including all affirmative action requirements set forth therein, but excluding the City's environmental responsibilities under 24 CFR Section 570.604 and the City's responsibility for initiating the review process under 24 CFR Part 52; and
- c. If Subrecipient is a religious organization, as defined by the Regulations, all conditions prescribed by HUD for the use of CDBG funds by religious organizations shall pertain.

2.4 Licenses, Permits, Fees and Assessments. Subrecipient shall obtain, at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the project and the operation of the facility.

2.5 Personnel and Participant Conditions.

a. Civil Rights

(1) Compliance. The Subrecipient agrees to comply with City and State civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 109 of Title I of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and with Executive Order 11246 as amended by Executive Orders 11375 and 12086.

(2) Nondiscrimination. The Subrecipient will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital status, or status with regard to public assistance. The Subrecipient will take affirmative action to ensure that all employment practices

are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause.

(3) Land Covenants. This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570, part I. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Agreement, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the City of Longview and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant and will not itself so discriminate.

(4) Section 504. The Subrecipient agrees to comply with any federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 721) that prohibits discrimination against the handicapped in any federally assisted program. The City of Longview shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

b. Affirmative Action

(1) EO 11246. The Subrecipient, if applicable, will comply with Executive Order 11246, as amended by Executive Order 12086, and the regulations issued pursuant thereto (41 CFR Chapter 60) which provides that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of federal or federally assisted construction contracts. As specified in Executive Order 11246 and the implementing regulations, contractors, and subcontractors on federal or federally assisted construction contracts shall take affirmative action to insure fair treatment in employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation and selection for training and apprenticeship.

(2) Women- and Minority-Owned Businesses (W/MBE). The Subrecipient will use its best efforts to afford minority and women-owned business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the term "minority and female business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purposes of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by Subrecipients regarding their status as minority and female business enterprises in lieu of an independent investigation.

(3) Access to Records. The Subrecipient shall furnish and cause each of its sub-subrecipients to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the City, HUD or its agent, or other authorized federal officials for purposes of investigation to ascertain compliance with the rules, regulations

and provisions stated herein.

(4) Notifications. The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) EEO/AA Statement. The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

(6) Subcontract Provisions. The Subrecipient will include the provisions of Paragraphs VIII A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each sub-Subrecipient or vendor.

c. Employment Restrictions

(1) Prohibited Activity. The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; sectarian or religious activities; lobbying, political patronage, and nepotism activities.

(2) OSHA. Where employees are engaged in activities not covered under the Occupational Safety and Health Act of 1970, they shall not be required or permitted to work, be trained, or receive services in buildings or surroundings or under working conditions which are unsanitary, hazardous or dangerous to the participants' health or safety.

d. "Section 3" Clause

(1) Compliance. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this Agreement and binding upon the City of Longview, the Subrecipient and any sub-Subrecipients. Failure to fulfill these requirements shall subject the City of Longview, the Subrecipient and any sub-Subrecipients, their successors and assigns, to those sanctions specified by the agreement through which federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists which would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this agreement:

The work to be performed under this Agreement is a project assisted under a program providing direct federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the areas of the project.

The Subrecipient certifies and agrees that no contractual or other disability exists which

would prevent compliance with the requirements.

(2) **Notifications.** The Subrecipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

(3) **Subcontracts.** The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the sub-Subrecipient is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any sub-Subrecipient where it has notice of knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the sub-Subrecipient has first provided it with a preliminary statement of ability to comply with the requirements of these regulations

2.6 Environmental Requirements. Lead Based Paint. In accordance with 24 CFR Part 570.608, the Subrecipient shall be prohibited from using lead-based paint in residential structures rehabilitated with Community Development Block Grant funds. Lead-based paint is any paint containing more than five-tenths of one percent (5/10 of 1%) lead by weight in the total non-volatile content of liquid paints or in the dried film of paint already applied.

2.7 Further Responsibilities of Parties. Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents, and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the obligations of the other.

3.0 DISBURSEMENT OF FUNDS

3.1 Maximum Amount of CDBG Funds. The maximum amount of CDBG funds to be provided to Subrecipient is One Hundred Thousand Four Hundred Forty-Eight Dollars and seventy-six cents (\$100,448.76). Subrecipient hereby acknowledges that the City cannot guarantee that the CDBG funds will be received from HUD. The City's obligation to fund the work hereunder is limited to the availability of CDBG funds from HUD. If the CDBG funds are not forthcoming from HUD for any reason, the City shall not have any obligation to fund the work through any other source of funds.

3.2 Termination of Fund Obligation. The services to be provided under this Agreement may be terminated without cause at any point in time in the sole and exclusive discretion of City. In this event, City shall compensate the Subrecipient for all outstanding costs incurred for work satisfactorily completed as of the date of written notice thereof. Subrecipient shall maintain adequate logs and timesheets in order to verify costs incurred to date.

3.3 Method of Payment- CDBG Funds. Unless otherwise specified in Exhibit A, not more frequently than monthly and at least quarterly, Subrecipient may submit to the Contract Officer an invoice, in a form acceptable to the City, setting forth the amounts actually expended by Subrecipient for the project; provided that said expenses are included in the budget (Exhibit B) and performance standards have been met. Said invoice shall, at a minimum, set forth each budget category for which reimbursement is sought, a description of the expense, the total budgeted amount for the category, the amount requested to be reimbursed for each budget category, and the total amount expended for each budget category to date. Said invoice shall be

accompanied with such additional supporting information as requested by the City, including, but not limited to, paid receipts for each expense. To the extent the CDBG funds actually have been received from HUD, the City shall pay Subrecipient for all expenses stated on the invoice that are approved by City pursuant to this Agreement no later than the thirtieth day after the invoice is received.

3.5 Program Income. Any program income, as such term is defined in the regulations, received by Subrecipient shall be retained by Subrecipient. The program income received by Subrecipient shall solely be used for the project or for the purpose of operating the facility. All provisions of this Agreement shall apply to activities funded by program income. All program income shall be expended by Subrecipient before the City is obligated to advance any other CDBG funds to Subrecipient under this Agreement.

3.6 Separation of Funds. The Subrecipient shall certify that the Subrecipient's financial system is in accordance with the standards specified in OMB Circular 110, or 24 CFR Part 84.

3.7 Indirect Costs. If indirect costs are charged, the Subrecipient will develop an indirect cost allocation plan for determining the appropriate City of Longview share of administrative costs and shall submit such plan to the City of Longview for approval.

4.0 PERFORMANCE SCHEDULE

4.1 Schedule of Performance. Subrecipient shall commence, prosecute and complete the project within the time periods established in the "Scope of Work" attached hereto as Exhibit A and incorporated herein by this reference.

4.2 Reversion of Assets. Upon the expiration or sooner termination of this Agreement, Subrecipient shall (i) transfer to the City any and all CDBG funds and program income on hand (ii) any accounts receivable attributable to the use of CDBG funds or program income; and (iii) if any CDBG funds or program income was used by Subrecipient to improve or acquire real property and said CDBG funds or program income was in excess of Twenty-Five Thousand Dollars (\$25,000), Subrecipient shall either (a) use said real property to meet one of the national objectives specified in 24 CFR Section 570.208 for a period of five (5) years after the termination or sooner expiration of this Agreement or (b) dispose of the real property and reimburse the City in an amount (together with any amounts previously repaid to the City) that is equal to the fair market value of the real property times a fraction, the numerator of which is equal to the amount of CDBG funds and/or other program income used to acquire or improve the property and denominator of which is equal to the fair market value of the real property immediately after the real property was acquired or improved with said funds.

5.0 COORDINATION OF WORK

5.1 Representative of Subrecipient. The Fire Chief is hereby designated as being the representative of Subrecipient authorized to act in its behalf with respect to this Agreement and make all decisions in connection therewith.

5.2 Contract Officer. Contract Officer shall be the City's Program Coordination Specialists or such person as may be designated by the City Manager. It shall be the Subrecipient's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Subrecipient shall refer any decisions that must be made by City to the Contract Officer.

Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

5.3 Prohibition Against Subcontracting or Assignment. Neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty-five percent (25%) of the present ownership and/or control of Subrecipient, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Subrecipient or any surety of Subrecipient of any liability hereunder without the express consent of City.

5.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner, mode or means by which Subrecipient, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Subrecipient's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Subrecipient shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with the role. Subrecipient shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Subrecipient in its business or otherwise of a joint venture or a member of any joint enterprise with Subrecipient.

5.5 Conflict of Interest. The Subrecipient agrees to abide by the provisions of 24 CFR 570.611 with respect to conflicts of interest, and covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. The Subrecipient further covenants that in the performance of this Agreement no persons having such a financial interest shall be employed or retained by the Subrecipient hereunder. These conflict of interest provisions apply to any person who is an employee, agent, Subrecipient, officer, or elected official or appointed official of the City of Longview, or of any designated public agencies or subrecipients which are receiving funds under the CDBG Entitlement program.

5.6 Lobbying. The Subrecipient hereby certifies that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or co-operative agreement;

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance

with its instructions;

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly; and

d. Lobbying Certification - Paragraph d

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1353, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6.0 INSURANCE REQUIREMENTS

6.1 Minimum Scope of Insurance

Contractor shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement There shall be no endorsement or modification of the Commercial General

Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City and Additional Insured-Completed Operations endorsement or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

6.2 Minimum Amounts of Insurance

Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate, and a \$2,000,000 products-completed operations aggregate limit.

6.3 Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Contractor's Insurance coverage shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.
2. The Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

6.4 Acceptability of Insurers

Insurance is to be placed with insurers with a current A M, Best rating of not less than A:VII

6.5 Verification of Coverage

Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Contractor before commencement of the work.

6.6 Subcontractors

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor,

7.0 ADMINISTRATIVE REQUIREMENTS

7.1 Financial Management.

a. Accounting Standards. The Subrecipient agrees to comply with 24 CFR Part 84 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

b. Uniform Administrative Requirements. The Subrecipient shall administer its program in conformance with 2 CFR part 200 "Uniform Administrative Requirements, Cost Principles, and Requirements for Federal Awards", as now in effect and as may be amended from time to time. Subrecipient shall comply with the following provisions of 2 CFR part 200 as specified in this paragraph:

- 1) Subpart A—"Acronyms and Definitions"
- 2) Subpart B—"General Provisions"
- 3) Subpart C—"Pre-Federal Award Requirements and Contents of Federal Awards"

- 4) Subpart D – “Post Federal Award Requirements, Subrecipient Monitoring and Management”
- 5) Subpart E – “Cost Principles”
- 6) Subpart F – “Audit Requirements”

7.2 Documentation and Record-Keeping

a. Records to be Maintained. The Subrecipient shall maintain all records required by the Federal regulations specific in 24 CFR Part 570.506, and that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- (1) Records providing a full description of each activity undertaken;
- (2) Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program set forth in 24 CFR 570.208;
- (3) Records required determining the eligibility of activities;
- (4) Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- (5) Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- (6) Financial records as required by 24 CFR Part 570.502, and Part 84;
- and
- (7) Other records necessary to document compliance with Subpart K of 24 CFR 570.

b. Retention. The Subrecipient shall retain all records pertinent to expenditures incurred under this Agreement for a period of four (4) years after the termination of all activities funded under this Agreement, or after the resolution of all Federal audit findings, whichever occurs later. Records for non-expendable property acquired with funds under this Agreement shall be retained for four (4) years after final disposition of such property. Records for any displaced person must be kept for four years after he/she has received final payment.

7.3 **Client Data.** The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to City of Longview monitors or their designees for review upon request.

7.4 **Disclosure.** The Subrecipient understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the City of Longview's or Subrecipient's responsibilities with respect to services provided under this Agreement, is prohibited by law unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

7.5 **Property Records.** The Subrecipient shall maintain real property inventory records that clearly identify properties purchased, improved or sold. Properties retained shall continue to meet eligibility criteria and shall conform with the "changes in use" restrictions specified in 24 CFR Parts 570.503(b)(8).

7.6 **National Objectives.** The Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement meet one or more of the CDBG program's national objectives: (a) benefit low/moderate income persons, (b) aid in the prevention or elimination of slums or blight, (c) meet community development needs having a particular urgency (as defined in 24 CFR Part 570.208).

7.7 **Performance Monitoring.** The City of Longview will monitor the performance of the Subrecipient against goals and performance standards required herein. Substandard performance as determined by the City of Longview will constitute non-compliance with this agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the City of Longview, contract suspension or termination procedures will be initiated. The City may conduct an evaluation of the Subrecipient's performance, at any time, in its sole discretion.

7.8 **Close-Outs.** Subrecipient obligation to the City of Longview shall not end until all closeout requirements are completed. Activities during this closeout period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and receivable accounts to the City of Longview), and determining the custodianship of records.

7.9 **Audits and Inspections.** All Subrecipient records with respect to any matters covered by this agreement shall be made available to the City of Longview, grantor agency, their designees or the Federal Government, at any time during normal business hours, as often as the City of Longview or grantor agency deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current City policy concerning Subrecipient audits.

8.0 ENFORCEMENT OF CONTRACT

8.1 **Applicable Law.** This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of Washington and the United States, as applicable. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Cowlitz, State of Washington, the United States District Court for the Western District of Washington, or any other appropriate court in Cowlitz County, and Subrecipient covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 **Disputes.** In the event of any dispute arising under this Agreement, the injured party shall notify the insuring party in writing of its contentions by submitting a claim therefore. The injured party shall continue performing its obligations hereunder so long as the injuring party commences to cure such default within ten (10) days of service of such notice and completes the cure of such default within thirty (30) days after service of the notice, or such longer period as may be permitted by the injured party; provided that if the default is an immediate danger to the health, safety and general welfare, such immediate action may be necessary. Notwithstanding the foregoing, the City may suspend any further payment of CDBG funds until Subrecipient is in compliance with this Agreement. Compliance with the provisions of this Section shall be a condition precedent to termination of this Agreement for cause and to any legal action, and such

compliance shall not be a waiver of any party's right to take legal action in the event that the depute is not cured.

8.3 Remedies Upon Default by Subrecipient. In addition to any other rights or remedies available at law or in equity, if Subrecipient fails to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.2:

- a. Temporarily withhold payment of CDBG funds pending correction of the default by Subrecipient;
- b. Refuse to advance all or any part of the CDBG funds for the project and reallocate said funds to another activity;
- c. Wholly or partially suspend or terminate the award and this Agreement;
and;
- d. Withhold further awards for the project and/or the facility; and
- e. Require Subrecipient to repay any CDBG funds that the City determines were not expended in compliance with the requirements of this Agreement, the Act or the Regulations.

8.4 Termination for Convenience. This Agreement may be terminated for convenience as provided in 24 CFR Section 85.44.

8.5 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.6 Rights and Remedies are Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

8.7 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to complete specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of the Agreement.

8.8 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All

such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

9.0 CITY OFFICERS AND EMPLOYEES

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Subrecipient, or any successor in interest, in the event of any default or breach by the City or for any amount that may become due to the Subrecipient or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 **Conflict of Interest.** No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the contract which affects his/her financial interest or the financial interest of any corporation, partnership or association in which s/he is, directly or indirectly, interested, in violation of any State statute or regulation. The Subrecipient warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

9.3 Indemnify and Hold Harmless. The Agency agrees that it is financially responsible to the City (liable) for any audit exception or other financial loss to the City that occurs due to the Agency's negligence or failure to comply with the terms of this Contract.

The Agency further agrees to protect and save the City, its elected and appointed officials, agents, and employees while acting within the scope of their duties as such, harmless from and against all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, arising in favor of any person(s), including Agency's employees or third parties on account of personal injuries, death, or damage to property arising out of services performed, or omissions of services, or in any way resulting from the acts or omissions of the Agency and/or its agents, employees, volunteers, subcontractors, or representatives under this Contract.

10.0 MISCELLANEOUS PROVISIONS

10.1 **Notice.** Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid first-class mail

To the City: City of Longview
Attn: Community Development
1525 Broadway St.
Longview, WA 98632

To the Subrecipient: Longview Fire
Attn: Brad Hannig
740 Commerce St.
Longview, WA 98632

at his/her address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

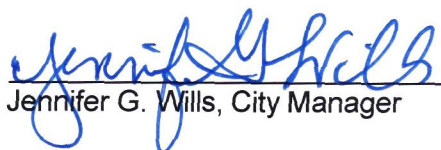
Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

10.0 **Integration; Amendment.** It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

10.1 **Severability.** In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement that are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

10.2 **Corporate Authority.** The persons executing this Agreement on behalf of the parties hereby warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and, (iv) the entering into this Agreement does not violate any provision of any other agreement to which said party is bound.

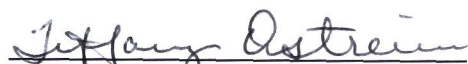
CITY OF LONGVIEW


Jennifer G. Wills, City Manager

LONGVIEW FIRE

By: 
Title: Fire Chief Brad Hannig

Attest:


Tiffany Ostreim, City Clerk

Approved as to Form:

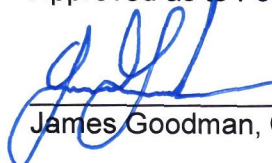

James Goodman, City Attorney

EXHIBIT A
SCOPE OF WORK

The City of Longview will replace a failing 20-year-old fire station alerting system for Fire Station 81. The current system is not reliable. This replacement will take place inside of the building located at 740 Commerce St. in Longview. The installation will include removal of the old alert system, and electrical work for several speakers and visual notification equipment.

EXHIBIT B BUDGET

H.1. CDBG Budget

Budget Items	Budget Amount	Intended Uses	Source Type	Source Status	Date to Secure Funding
Project Management (Project Manager/Consultant Fees/Subrecipient Fees)	\$0.00				M/d/yyyy
Architectural Fees	\$0.00				M/d/yyyy
Engineering Fees	\$0.00				M/d/yyyy
Acquisition - Related Costs & Fees	\$0.00				M/d/yyyy
Demolition	\$0.00				M/d/yyyy
Relocation	\$0.00				M/d/yyyy
Architectural Barrier Removal	\$0.00				M/d/yyyy
Housing Rehabilitation	\$0.00				M/d/yyyy
Water/Sewer Side Connections	\$0.00				M/d/yyyy
Sewer Improvements	\$0.00				M/d/yyyy
Water Improvements	\$0.00				M/d/yyyy
Street Improvements	\$0.00				M/d/yyyy
Fire Protection	\$0.00				M/d/yyyy
Public Facility	\$92,836.20	CDBG portion of alerting system equipment and installation.	Local	Proposed	07/31/2026
Community Facility	\$0.00				M/d/yyyy
Commercial/Industrial Facility	\$0.00				M/d/yyyy
Economic Development - Micro Enterprise	\$0.00				M/d/yyyy
Economic Development - Special ED Activity (loan/grant)	\$0.00				M/d/yyyy
Economic Development - Comm Based Development Org	\$0.00				M/d/yyyy
Revolving Loan Fund Program	\$0.00				M/d/yyyy
Historic Preservation	\$0.00				M/d/yyyy
Prevent/Eliminate Slum & Blight	\$0.00				M/d/yyyy
Public Services	\$0.00				M/d/yyyy
Planning	\$0.00				M/d/yyyy
Local Match to State/Fed Grant	\$0.00				M/d/yyyy
Other - List: Permits/Fees	\$0.00				M/d/yyyy
Other - List	\$0.00				M/d/yyyy
Other - Sales Tax	\$7,612.56	State sales tax	Local	Proposed	07/31/2026
Contingency	\$0.00				M/d/yyyy
Total	\$100,448.76				



City of Longview

Agenda Summary

ORDINANCE NO. 3583 - VACATING A 45 FEET WIDE ALLEY BETWEEN A PORTION OF BALTIMORE STREET AND BEECH STREET LYING APPROXIMATELY 225 FEET WEST AND PARALLEL OF CALIFORNIA WAY

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3583

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Ensuring fiscal responsibility and long-term financial stability

Advancing economic opportunity and community vitality

SUMMARY STATEMENT:

City Council had a public hearing per PRC 35.79.030 at City Council meeting on July 28th, 2026 and voted for city attorney to prepare an ordinance for adoption.

This ordinance will vacate a 45 feet wide alley between a portion of Baltimore Street and Beech Street lying approximately 225 feet west and parallel of California Way existing Cowlitz County Parcel Number 08460 upon receiving compensation of \$25,000 to the City.

Per RCW 35.79.030, the compensation collected will be dedicated to improvement, development, and related maintenance of public open space or transportation capital projects within the city.

STAFF CONTACT:

Chris Collins, Public Works Director/ Assistant City Manager

Attachments:

1. Ord No. 3583 - California Alley 08460 ROW Vacation
2. Exhibit A

ORDINANCE NO. 3583

AN ORDINANCE VACATING A 45 FEET WIDE ALLEY BETWEEN A PORTION OF BALTIMORE STREET AND BEECH STREET LYING APPROXIMATELY 225 FEET WEST AND PARALLEL OF CALIFORNIA WAY

WHEREAS, Pursuant to RCW 35.79.010, property owners Robert Peterson, Donald Peterson, Thomas Peterson, John Peterson, and Cal Way Properties, LLC , who represents 100% of the abutting properties, submitted a request to vacate a 45 feet wide alley between a portion of Baltimore Street and Beech Street lying approximately 225 feet west and parallel of California Way, more particularly hereinafter described, the same being a duly dedicated right of way located in the City of Longview, Cowlitz County, Washington, and did propose vacation in a resolution in due and legal form for the vacation of a portion thereof, with the City Clerk of said City; and

WHEREAS, following due notice thereof, a public hearing was duly held on said petition by the City Council on the 25th day of June, 2026, in the City Hall Council Chambers, at which time and place arguments and presentations favoring and opposing such street vacation were made and considered and the City Council, after having been fully advised of all of the facts, and after having considered all of the evidence for and against such vacation, determined that said petition should be granted, subject to the terms and conditions set forth herein.

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

Section 1. That the following alley right of way, known as a 45 feet wide alley between a portion of Baltimore Street and Beech Street lying approximately 225 feet west and parallel of California Way, situated in Section 4, Township 7 North, Range 2 West of the Willamette Meridian, in the City of Longview, Cowlitz County, Washington, more particularly described as follows:

A remaining strip of 45 feet wide ALLEY between that portion of Baltimore Street and Beech Street lying approximately 225 feet west and parallel of California Way. Further described under Cowlitz County Auditor's abbreviation property reference 23 (AP 5) -25 4 -7N -2W EXC BLA FEE 3629444 EXC BLA FEE 3629445 EXC BLA FEE 3629446 EXC BLA FEE 3629447 EXC LOT 25A FEE 3658454, containing 11,909 square feet, more or less as shown on Exhibit A,

shall be, and the same is hereby, vacated, subject to the provisions of Sections 2, and 3 hereof.

Section 2. That a public utility easement is retained over, under, across and through the vacated land for the construction, repair, maintenance, and operation of public utilities, and for ingress and egress to the easement area at any and all times for such utility purposes.

Section 3. This Ordinance shall be published in the manner required by law and shall become effective (30) days thereafter but only if the abutting property owners of the alley compensate the City in the amount of Twenty-Five Thousand Dollars (\$25,000). If said owners fail to compensate the City then this Ordinance shall not become effective and it shall be void and of no effect. If these conditions are met, then the City Clerk, pursuant to the requirements of RCW 35.79.030, shall record a certified copy of this Ordinance with the Auditor for Cowlitz County, Washington.

Passed by the City Council this 11th day of August, 2026.

Approved by the Mayor this 11th day of August, 2026.

M A Y O R

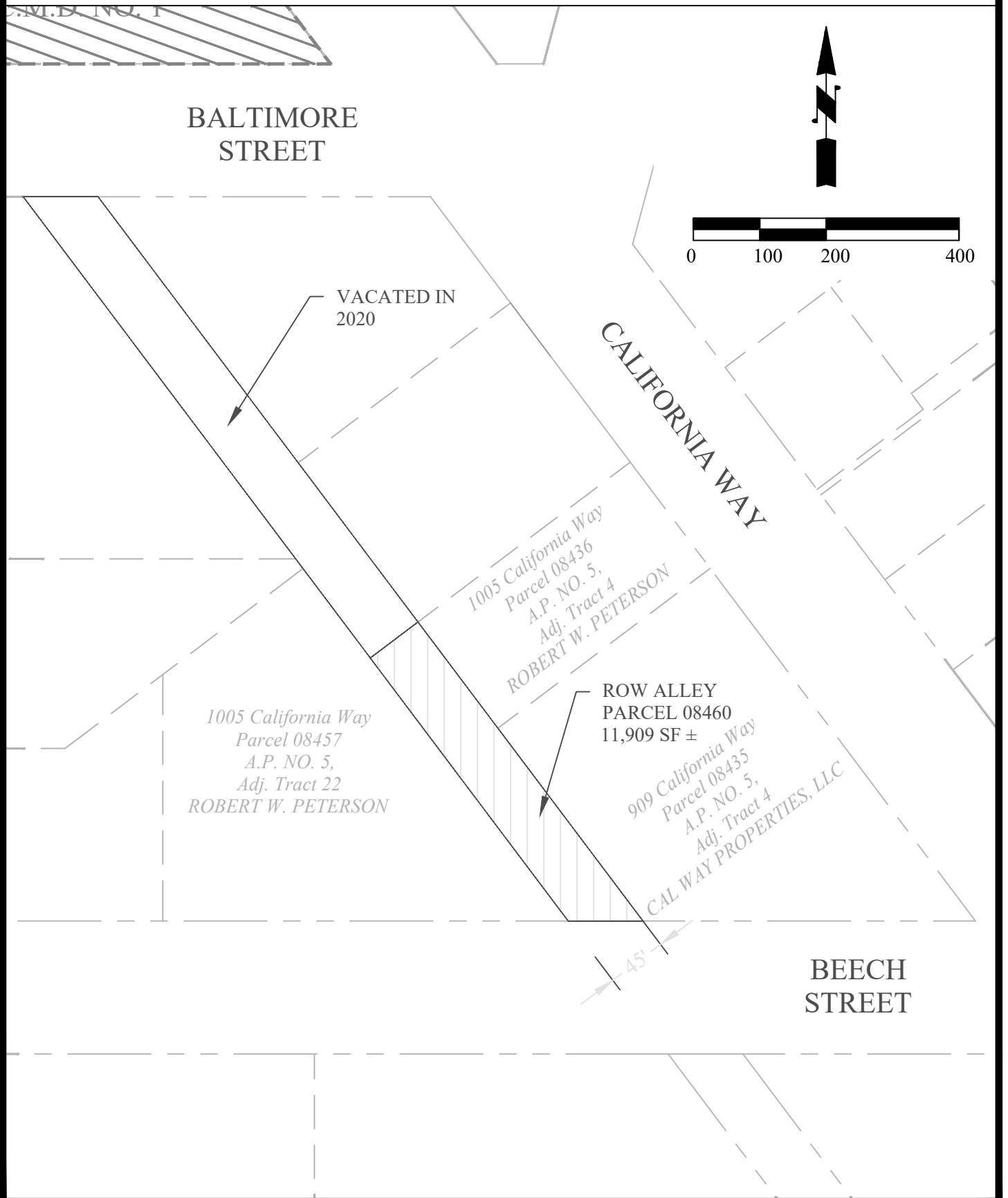
ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A - ROW Vacation





City of Longview

Agenda Summary

RESOLUTION NO. 2637 - AUTHORIZING REPLACEMENT OF THE LONGVIEW PUBLIC LIBRARY ENTRANCE SLIDING DOORS

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2637

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Ensuring fiscal responsibility and long-term financial stability

SUMMARY STATEMENT:

The automatic sliding entrance doors serving the solar entry vestibule at the Longview Public Library have failed and are no longer repairable because replacement parts are no longer manufactured. The doors are currently being held open as a temporary measure, creating safety concerns, allowing weather into the building, and reducing the efficiency of the Library's HVAC system.

The project was originally submitted as part of the proposed FY 2027 Capital Improvement Program with an estimated cost of \$32,800.

During review of the proposed 2027 Capital Improvement Program, the City Council directed staff to proceed with the replacement immediately rather than delay the work until 2027. To accomplish this, staff recommends authorizing the project in 2026 and reducing the FY 2027 Capital Improvement Program by the amount of the project.

The proposed project budget includes:

- Door replacement: **\$32,800**
- 15% construction contingency: **\$4,920**
- **Total project authorization: \$37,720**

Approving this resolution will allow staff to execute a contract and complete the replacement before additional failures occur, while maintaining overall capital program discipline by reducing the 2027 CIP by the project's base cost.

STAFF CONTACT:

Chris Collins, Public Works Director, Asst. City Manager

Attachments:

1. Res 2637 Library Sliding Doors cc

RESOLUTION NO. 2637

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT FOR THE REPLACEMENT OF THE AUTOMATIC SLIDING ENTRANCE DOORS AT THE LONGVIEW PUBLIC LIBRARY AS AN UNBUDGETED CAPITAL IMPROVEMENT PROJECT, APPROPRIATING FUNDS FOR THE PROJECT, AND DIRECTING THAT THE FY 2027 CAPITAL IMPROVEMENT PROGRAM BE REDUCED BY THE AMOUNT OF THIS PROJECT.

WHEREAS, the automatic sliding entrance doors serving the solar entry vestibule at the Longview Public Library have reached the end of their serviceable life and replacement parts are no longer available, requiring replacement of the entire door system; and

WHEREAS, the current temporary measure of holding the doors open creates safety concerns for library patrons and staff, exposes the building interior to weather, and reduces the efficiency of the building's heating and cooling systems; and

WHEREAS, the Library submitted this project as part of the proposed FY 2027 Capital Improvement Program with an estimated construction cost of \$32,800; and

WHEREAS, the City Council has determined that replacement of the entrance doors is necessary to protect public safety, preserve City facilities, and avoid additional operational and maintenance issues that may result from delaying the project until 2027; and

WHEREAS, the Council desires to authorize the project immediately and reduce the FY 2027 Capital Improvement Program allocation by the amount of this project so that the work is completed during 2026 rather than deferred; and

WHEREAS, the estimated project cost is \$32,800, and staff recommends a fifteen percent (15%) construction contingency of \$4,920 to address unforeseen conditions, for a total project authorization of \$37,720.

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

Section 1. The City Manager is authorized to execute all necessary contracts and documents to replace the automatic sliding entrance doors at the Longview Public Library.

Section 2. The total project budget is established in an amount not to exceed Thirty-Seven Thousand Seven Hundred Twenty Dollars (\$37,720), consisting of a base project cost of \$32,800 and a 15 percent contingency of \$4,920.

Section 3. Funding for this project is hereby authorized from the Capital Projects Fund or other legally available capital funding source.

Section 4. The FY 2027 Capital Improvement Program shall be reduced by \$37,720, reflecting that this project will be completed during 2026 rather than funded as part of the 2027 Capital Improvement Program.

Section 5. The City Manager, Finance Director, and other appropriate City officials are authorized to take all actions necessary to implement this Resolution.

PASSED AND APPROVED by the City Council of Longview, Washington, and signed by its Mayor this 11th day of August 2026.

M A Y O R

ATTEST:

City Clerk



City of Longview

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

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*

Tuesday, July 28, 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**

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

2. **INVOCATION*/FLAG SALUTE**

26-00460 TOM ELHARDT, COWLITZ COMMUNITY OF CHRIST

After the invocation provided by Tom Elhardt of Cowlitz Community of Christ, 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 Dawn Reitan, Public Works Director/Assistant City Manager Chris Collins, Community & Economic Development Director Nick Little, Parks & Recreation Director Justin Brown, Police Captain Branden McNew, Human Resources Director Sabrina Fraidenburg, Fire Chief Brad Hannig, Information Technology Director Mike Sullivan, Finance

Director Aaron Hill, Senior Assistant City Attorney James Goodman, City Engineer Sam Barham, City Clerk Tiffany Ostreim

4. **CHANGES /REVISIONS TO THE AGENDA**

Mayor Halvorson added an item under City Manager's Report - Appointment of Pro and Con Committee to prepare statements for the Fire and EMS Property Tax Levy Lid Lift Ballot Measure.

Mayor Halvorson moved the council action of the IT Systems Engineer Business Case to under the City Manager's Report; the presentation will remain under Presentations.

5. **AWARDS**

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

Mike Pederson provided public comment.

Clint Hash provided public comment.

Derek Fine provided public comment.

7. **PRESENTATIONS**

26-00543 E-BIKES

Senior Assistant City Attorney James Goodman presented.

Council discussed.

Police Captain McNew and Public Works Director/Assistant City Manager Collins answered clarifying questions.

Parks and Recreation Director Brown read the Parks Board recommendation - to maintain alignment with existing Washington State e-bike laws and support the department's education-first approach including website updates and targeted safety signage around Lake Sacajawea and require users under 16 years of age to have an attending adult with them at all times.

Council continued the discussion.

Council suspended the rules and allowed public comment.

Greg Myers provided public comment.

Sam Barham provided public comment.

Jason Still provided public comment.

Council continued the discussion.

Parks and Recreation Director Brown displayed three signs from the Parks and Recreation Advisory Board and the proposed locations of the signs.

Council will continue the discussion at the next regular council meeting, August 11, 2026.

26-00637 IT SYSTEMS ENGINEER BUSINESS CASE

RECOMMENDED ACTION:

AUTHORIZE RECRUITMENT FOR ONE IT SYSTEMS ENGINEER, IMPLEMENTATION OF THE PROPOSED TRANSITION PLAN, AND TRANSITION FROM ROUTINE OUTSOURCED INFRASTRUCTURE ENGINEERING SERVICES FOLLOWING SUCCESSFUL KNOWLEDGE TRANSFER

IT Manager Mike Sullivan presented.

Council discussed. Any action will be considered under the City Manager's Report.

8. **PUBLIC HEARINGS**

26-00613 ORDINANCE NO. 3580 – AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON AMENDING CHAPTERS 11.18 AND 11.60 RELATED TO PARKING REGULATIONS;

REPEALING CHAPTERS 11.44, 11.50, 11.58, 11.62, AND 11.63; AND ESTABLISHING A NEW CHAPTER 11.61, OFF-STREET AND ON-STREET PARKING REGULATIONS

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING AND MOTION TO APPROVAL ORDINANCE NO. 3580

Mayor Halvorson opened the public hearing at 7:21 p.m.

Community Development Director Nick Little presented.

Mayor Halvorson opened and closed the public comment portion of the hearing as no one spoke for or against and closed the public hearing.

A motion was made by Councilmember Young, seconded by Councilmember Kendall, to adopt Ordinance No. 3580. The motion carried unanimously.

26-00631 PUBLIC HEARING – REQUEST TO VACATE A 45 FEET WIDE ALLEY BETWEEN A PORTION OF BALTIMORE STREET AND BEECH STREET LYING APPROXIMATELY 225 FEET WEST AND PARALLEL OF CALIFORNIA WAY

RECOMMENDED ACTION:

HOLD THE PUBLIC HEARING THEN MOTION TO:

- **APPROVE THE PROPOSED VACATION AND;**
- **DIRECT THE STAFF TO BRING BACK ORDINANCE 3583 ON AUGUST 11TH FOR ADOPTION AND;**
- **SET THE VACATION FEES AT \$25,000.00 TO BE USED FOR THE ACQUISITION, DEVELOPMENT, AND TRANSFER OF PARCEL #08460 PLUS COUNTY RECORDING FEES.**

Mayor Halvorson opened the public hearing at 7:33 p.m.

City Engineer Sam Barham presented.

Mayor Halvorson opened the public comment portion of the hearing

Robert Peterson provided public comment.

Mayor Halvorson closed the public comment portion of the hearing and the public hearing.

A motion was made by Councilmember LaFave, seconded by Councilmember Nichols, to approve the proposed vacation and direct staff to bring back Ordinance No. 3583 on August 11, 2026 for adoption and set the vacation fees at \$25,000 to be used for the acquisition, development and transfer of parcel #08460 plus county recording fees. The motion carried unanimously.

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

Jason Still provided public comment.

Meredith Long provided public comment.

Anne Bennett provided public comment.

10. BOARD & COMMISSION RECOMMENDATIONS

11. ORDINANCES & RESOLUTIONS

26-00616 ORDINANCE NO. 3579(A) - PERTAINING TO CONTROLLED SUBSTANCE ABUSE; ADOPTING SECTION 9.26.110 TO THE LONGVIEW MUNICIPAL CODE, ESTABLISHING THE OFFENSE OF RECKLESS EXPOSURE OF A CHILD TO CONTROLLED

**SUBSTANCES; PROVIDING LEGISLATIVE FINDINGS; CLASSIFYING THE OFFENSE;
REFERENCING APPLICABLE GENERAL PENALTY AND CULPABILITY PROVISIONS;
AND ESTABLISHING AN EFFECTIVE DATE
ORDINANCE NO. 3579(B) INCLUDES IN UTERO LANGUAGE**

**RECOMMENDED ACTION:
ADOPT ORDINANCE NO. 3579**

Senior Assistant City Attorney James Goodman explained the proposed ordinance. A second ordinance, including in utero language, was not prepared. An analysis was provided under attorney/client privilege.

A motion was made by Councilmember Young, seconded by Councilmember LaFave to waive attorney client privilege and disclose the legal memorandum dated July 27, 2026 from Charlotte Archer and James Goodman to the Longview City Council regarding the legal issues pertaining to the inclusion of "in utero" in fentanyl exposure ordinance. The motion carried by the following vote:

Ayes: Councilmember Young, Councilmember LaFave, Mayor Halvorson, Councilmember Claxton, Councilmember Bryant

Nays: Councilmember Kendall, Councilmember Nichols

*Senior Assistant City Attorney Goodman explained the analysis concluded that including protection for unborn children introduced significant constitutional litigation risks that may jeopardize the enforcement of the ordinance as a whole. The analysis was purely legal and not policy-based. The conclusion was based on constitutional law, state statutory restraints, and legal risk.
Council discussed.*

A motion was made by Mayor Halvorson, seconded by Councilmember Young, to adopt Ordinance No. 3579.

Council discussed. There was a consensus for more information. Staff will reach out to each member.

*A motion was made by Councilmember Claxton, seconded by Councilmember Kendall, to table the matter until August 25, 2026 to get more information.
The motion carried unanimously.*

12. CONSENT CALENDAR

A motion was made by Councilmember Young, seconded by Councilmember LaFave, to adopt the Consent Calendar. The motion carried unanimously.

26-00458 APPROVAL OF JULY 14, 2026 REGULAR MEETING MINUTES & JULY 21, 2026 SPECIAL MEETING/WORKSHOP MINUTES

26-00459 APPROVAL OF CLAIMS

26-00630 RESOLUTION NO. 2635 – AUTHORIZING APPLICATIONS FOR FEDERAL TRANSIT ADMINISTRATION GRANT FUNDING

**RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2635**

26-00632 BID REVIEW – 1100 BLOCK 11TH & 12TH AVE ALLEY SEWER REPAIR

**RECOMMENDED ACTION:
MOTION TO ACCEPT THE LOW BID AND AWARD TO NOVA CONTRACTING, INC IN THE AMOUNT OF \$232,089.00**

13. MAYOR'S REPORT

26-00559 LETTER OF SUPPORT

Mayor Halvorson requested council concurrence to send a letter of support to Pacific Fibre Products for continued dredging of the Cowlitz River and the beneficial reuse of dredged material.

Mayor Halvorson provided a verbal report.

14. COUNCILMEMBERS' REPORTS

Councilmember Young requested information on flock cameras. Council concurred.

Councilmember LaFave read a statement into the record.

Councilmember Bryant provided a verbal report.

Councilmember Claxton provided a verbal report.

15. CITY MANAGER'S REPORT**26-00644 PRO AND CON COMMITTEES****RECOMMENDED ACTION:**

MOTION TO APPOINT BRAD HANNIG, KAREN BERGQUIST, ADN SHANNON MCLAIN AS THE AUTHORS OF THE PRO STATEMENT AND ERIK WRZESINSKI AND CHRIS CARLSON AS THE AUTHORS OF THE CON STATEMENT FOR THE FIRE AND EMS PROPERTY TAX LEVY LID LIFT BALLOT MEASURE

Fire Chief Hannig explained the legislative authority is required to appoint committees to prepare the statements advocating approval and rejection of the ballot measure for inclusion in the local voters' pamphlet.

A motion was made by Councilmember Bryant, seconded by Mayor Halvorson, to appoint Brad Hannig, Karen Bergquist, and Shannon McLain as the authors of the Pro Statement, and Erik Wrzesinski and Chris Carlson as the authors of the Con Statement for the Fire and EMS Property Tax Levy Lid Lift ballot measure.

Council discussed.

The motion carried unanimously.

A motion was made by Councilmember Young, seconded by Councilmember Nichols to authorize recruitment for one IT Systems Engineer, implementation of the proposed transition plan, and transition from routine outsourced infrastructure engineering services following successful knowledge transfer.

Council discussed.

The motion carried unanimously.

City Manager Wills provided a verbal report.

16. MISCELLANEOUS**17. EXECUTIVE SESSION****26-00611 PERFORMANCE OF A PUBLIC EMPLOYEE PER RCW 42.30.110(1)(g)**

The City Council, City Manager Jennifer Wills, Interim City Attorney Dawn Reitan, Human Resources Director Sabrina Fraidenburg entered Executive Session at 9:10 p.m. pursuant to RCW 42.30.110(1)(g) Performance of a Public Employee for a period of 20 minutes. At 9:30 p.m. Executive Session was

continued for 10 minutes. At 9:40 p.m. Executive Session was continued for 5 minutes. At 9:45 p.m. all parties came out of Executive Session.

26-00633 RISK OF PROPOSED ACTION PER RCW 42.30.110(1)(iii)

The City Council, City Manager Jennifer Wills, Interim City Attorney Dawn Reitan, Public Works Director/Assistant City Manager Chris Collins, Community Development Director Nick Little entered Executive Session at 9:47 p.m. pursuant to RCW 42.30.110(1)(iii) Risk of a Proposed Action for a period of 10 minutes. At 9:57 p.m. Executive Session was continued for 10 minutes. At 10:07 p.m. all parties came out of Executive Session.

18. ADJOURNMENT

The meeting was adjourned at 10:08 p.m.

*Tiffany Ostreim
City Clerk*

*Approved: _____
Mayor*

NEXT REGULAR COUNCIL MEETINGS:

TUESDAY, AUGUST 11, 2026 – 6:00 P.M.

TUESDAY, AUGUST 25, 2026 – 6:00 P.M.

NEXT SPECIAL COUNCIL WORKSHOP:

MONDAY, AUGUST 3, 2026 – 6:00 P.M. – PERSONNEL BUDGETING & THE CITY'S CAPITAL IMPROVEMENT PROGRAM



City of Longview

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

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*

Monday, August 3, 2026

6:00 PM

2nd Floor, City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a special meeting in the Longview City Hall Training Room, 1525 Broadway, Longview, on Monday, August 3, 2026 at 6:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Office at 360.442.5004 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."

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

Telephone options (dial any of the following numbers):

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

Webinar ID: 823 9413 2374

1. **CALL TO ORDER**

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

2. **FLAG SALUTE**

The flag salute was recited.

3. **ROLL CALL**

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

Absent: Mayor Pro Tem Young

Staff Present: City Manager Jennifer Wills, Public Works Director/Assistant City Manager Chris Collins, Parks & Recreation Director Justin Brown, Police Chief Robert Huhta, Human Resources Director Sabrina Fraidenburg, Fire Chief Brad Hannig, Information Technology Director Mike Sullivan, Finance Director Aaron Hill, Library Director Jacob Cole, City Clerk Tiffany Ostreim

4. **WORKSHOP**

26-00574 BUDGET ENHANCEMENTS AND THE CITY'S CAPITAL IMPROVEMENT PROGRAM

*City Manager Wills and Finance Director Hill led the presentation.
Council discussed.
City staff answered clarifying questions.*

*Council concurred on the annual ongoing requests as presented with options and solidified numbers.
Council concurred on the 2027 recommended requests as presented with options and solidified numbers.*

Council concurred on the 2028 recommended requests as presented and prioritize structures, mower, and the permit system. Would like to see the efficiency in cost terms for the permit system.

The next budget workshop was scheduled for Monday, August 17 at 6:00 p.m. in the Training Room to discuss budget enhancements and budget projections.

5. ADJOURNMENT

The meeting was adjourned at 8:06 p.m.

*Tiffany Ostreim
City Clerk*

*Approved: _____
Mayor*

NEXT REGULAR COUNCIL MEETINGS:

TUESDAY, AUGUST 11, 2026 – 6:00 P.M.

TUESDAY, AUGUST 25, 2026 – 6:00 P.M.

NEXT SPECIAL COUNCIL WORKSHOP:

MONDAY, AUGUST 17, 2026 – 6:00 P.M. - BUDGET ENHANCEMENTS & BUDGET PROJECTIONS, TRAINING ROOM



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 JULY 2026 ACCOUNTS PAYABLE: \$1,872,461.09

SECOND HALF JULY 2026 PAYROLL:

\$484,060.11, checks
\$1,148,091.02, direct deposits
\$968,023.17, wire transfers
\$2,600,174.30 Total

STAFF CONTACT:

Lindy Kennedy, Accountant
Sara Rios, Payroll Specialist

Attachments: None



City of Longview

Agenda Summary

RESOLUTION NO. 2638 UTILITY RATE REDUCTION PROGRAM

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2638

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Ensuring fiscal responsibility and long-term financial stability

SUMMARY STATEMENT:

Resolution No. 2559 updates the income eligibility limits for the City's utility rate reduction program to better support low-income senior and disabled residents. Modest cost-of-living increases from the Social Security Administration have caused some participants to exceed current income limits, resulting in the loss of benefits despite continued financial need.

To maintain access to rate relief for those most affected, staff proposes updating the 2025 income limits based on the U.S. Department of Housing and Urban Development's (HUD) 2025 income guidelines. The proposed limits are:

- \$36,500 for a one-person household (increased from \$33,200)
- \$41,700 for a two-person household (increased from \$37,950)
- \$46,900 for a three-person household (increased from \$42,700)
- \$52,100 for a four-person household (increased from \$47,400)
- \$56,300 for households with five or more persons (increased from \$51,200)
- Total annual limit increase from \$337,000 to \$368,341, a 9.3% increase.

These changes aim to align the program with current federal standards and preserve eligibility for individuals who typically reside in single-family homes and have utility services in their names.

STAFF CONTACT:

Aaron Hill, Finance Director

Attachments:

1. Res 2638-2026 Utility Rate Reduction Program Clean

RESOLUTION NO. 2638

A RESOLUTION PROVIDING FOR REDUCED RATES TO BE CHARGED TO LOW-INCOME SENIOR CITIZENS AND LOW-INCOME DISABLED CITIZENS FOR SANITARY SEWER SERVICE AND GARBAGE COLLECTION AND AN EXEMPTION FROM STORM WATER UTILITIES, INCLUDING LOW-INCOME AND DISABLED CITIZENS IN TRANSITIONAL HOUSING AND LIMITING THE ANNUAL AGGREGATE OF SUCH REDUCTIONS TO APPROXIMATELY \$368,341 PER CALENDAR YEAR AND REPEALING RESOLUTION NO.2559.

WHEREAS, RCW 74.38.070 provides that cities may provide utility services at reduced rates for low income senior citizens or low income disabled citizens; and

WHEREAS, the City Council of the City of Longview recognizes the financial hardships placed upon low-income senior citizens and low-income disabled citizens as a result of the increasing costs of necessary utility services provided by the City to all of its citizens; and

WHEREAS, the City Council is also cognizant of the financial hardship placed on low-income and disabled transitional housing providers that provide living quarters free of rent;

WHEREAS, it is the desire of the City Council to provide for reduced rates to such low-income citizens for sewer, garbage collection and stormwater utility services;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Longview as follows:

1. Definitions:

- (a) The term "low-income senior citizen" means a person who is sixty-two (62) years of age or older and whose total income, including that of his or her spouse or co-tenant(s), does not exceed the income limits as shown in the attached table. [The very low (50%) income limits for Cowlitz County established under the Housing and Urban Development Income Limits Documentation System.]
- (b) The term "low-income disabled citizen" means (i) a person qualifying for special parking privileges under RCW 46.19.010, (ii) a blind person as defined in RCW 74.18.020, or (iii) a disabled, handicapped or

incapacitated person as defined under any other state or federal program, and whose total income, including that of his or her spouse or co-tenant(s), does not exceed the income limits as shown in the attached table. [The very low (50%) income limits for Cowlitz County established under the Housing and Urban Development Income Limits Documentation System.]

- (c) The term "income", or "total income", means salary, wages, interest, dividends, and other earnings which are reportable for federal income tax purposes, and cash payments such as reimbursements received from pensions, annuities, social security, and public assistance programs. It includes any contributions received from any family member or other person who is domiciled in the same residence as the applicant for reduced utility rates hereunder and who is helping defray such applicant's living costs.

2. Reduced Rates For Low-Income Senior Citizens And Low-Income Disabled Citizens:

Any low-income senior citizen or low-income disabled citizen who receives sanitary sewer, garbage collection and/or storm water utility service from the City of Longview shall be entitled to receive such sanitary sewer service, garbage collection and/or storm water sewer service at the following reduced rates:

- (a) Sanitary Sewer Service:

A reduction, not to exceed fifty percent (50%) of the base residential rate may be allowed.

- (b) Garbage Collection Service:

A reduction, not to exceed fifty percent (50%) of the single-family dwelling residential rate for once per week garbage collection and recycling service may be allowed.

- (c) Storm Water Utility Service:

No charge shall be made to those persons whose applications are approved for reduced rates for sanitary sewer and/or garbage collection service.

- (d) Transitional Housing Provider – Sanitary Sewer Service:

In addition, to the reduced rates provided in Section 2 (a) through 2 (c) above, transitional housing providers shall receive a twenty-five percent (25%) reduction on sanitary sewer consumption charges.

3. Applications for Reduced Rates:

Applications for reduced utility rates hereunder shall be made upon forms to be provided by the Finance Department of the City and shall disclose all sources of income as required by such forms. Transitional housing providers are asked to provide income received from grants, contributions, etc. Such applications and the contents thereof shall remain confidential to the extent permitted by law. Any person who is aggrieved by the denial of reduced utility rates as herein provided may appeal such denial to the City Manager, whose decision with respect thereto shall be final.

4. Disqualification for Reductions:

An applicant who ceases to meet the qualifications of the Utility Rate Relief Program as provided in this Resolution shall advise the City of Longview Finance Department within thirty (30) days after having become so disqualified.

5. Annual Reports Required:

All applicants who have been granted reduced utility rates hereunder shall, as a condition of continued entitlement to reduced rates, resubmit every other year, beginning with the odd year, upon forms provided by the Finance Department on verification of their income. To qualify an applicant's income shall remain at or below the levels described in the attached table. Annual reports are not required for transitional housing providers so long as they continue to provide living quarters free of rent.

6. Annual Maximum Amount of Reductions:

No reduction in rates shall be permitted or granted if the effect thereof will be to reduce the aggregate gross income from sanitary sewer service, garbage collection and storm water utility service during any calendar year by more than approximately \$337,000.00

7. Effective Date:

This Resolution shall be in full force and effect from and after August 11, 2026.
BE IT FURTHER RESOLVED that Resolution No. 2559 passed by the
City Council on May 22, 2025 is hereby repealed in its entirety on the
date that this Resolution becomes effective.

PASSED AND APPROVED by the City Council of Longview, Washington, and
signed by its Mayor this 11th day of August 2026.

M A Y O R

ATTEST:

City Clerk

FY 2026 Income Limits

Persons in Household	2026 Income Limit	2025 Income Limit
1	36,500	33,200
2	41,700	37,950
3	46,900	44,700
4	52,100	47,400
5+	56,300	51,200



City of Longview

Agenda Summary

PROJECT COMPLETION – MINT VALLEY PRO SHOP SIDING AND ROOF

RECOMMENDED ACTION:

MOTION TO ACCEPT AS COMPLETE THE MINT VALLEY PRO SHOP SIDING AND ROOF PROJECT

COUNCIL INITIATIVE ADDRESSED:

Invest in Infrastructure

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The Mint Valley Pro Shop Siding and Roof project has been completed in accordance with the plans and specifications under Contract No. 26-2670-C entered into between the City of Longview and TMC Contractors LLC. The City Council must accept the project as complete before final contract closeout can be accomplished.

STAFF CONTACT:

Levi Lindeman, Project Engineer

Attachments: None