

AGENDA

Longview Downtown Advisory Committee

Tuesday September 21, 2021

8:00 A.M.

virtual on zoom:

<https://us02web.zoom.us/j/82366766198?pwd=STQrMnR5TGtpb3VoZC9qZTdGUUVoZz09>

Meeting ID: 823 6676 6198 Passcode: 1923 Dial by your location +1 253 215 8782 US
(Tacoma) +1 408 638 0968 US (San Jose)

- 1. Call to order**
- 2. Approval of July 2021 Minutes**
- 3. Announcements**
- 4. Audience Participation or Correspondence**
- 5. Agenda Review and Action on Agenda Items**
- 6. Reports and Sub-Committee Assignments**
 - 7.1** Parking Reports – LPD
 - 7.2** Update on Washington Main Street program grant opportunity for Affiliate Members. Staff attended a Downtowners meeting and has spoken with Lindsey Cope about handing off the Affiliate membership to the Downtowners. Staff attended a grant workshop and learned that funds are available for affiliate members to hire a full-time staff person and start the process of becoming full Main Street members. It is a capacity building grant, but the city cannot be the applicant, it must be an independent non-profit. The Downtowners are encouraged to apply for funding the next round in 2022.
 - 7.3** Parking study updates.
- 7. Old Business**

DAC recommendation to City Council: City Manager asked to wait until a parking study is complete before proposing changes to parking rules.
- 8. New Business**
- 9. Discussion Items – City Council received report on residential development downtown.**

Please review for discussion:

<https://civicclerk.blob.core.windows.net/stream/LONGVIEWWA/01f7409b-28e2-4b68-b609-e93ac87f23f2.pdf?sv=2015-12-11&sr=b&sig=WaXrFVAId%2BxMbYc440l5XiepAIGri4F0ihEET1tLKVk%3D&st=2021-09-20T06%3A08%3A56Z&se=2022-09-20T06%3A13%3A56Z&sp=r&rsc=application%2Fpdf>

10.1 On-going discussion of parking fund balance decline.

10. Next Meeting – October 19th.

11. Adjournment

MINUTES
Longview Downtown Advisory
Committee Tuesday July 20, 2021
8:00 A.M.
Longview City Hall Council
Chambers Hybrid Meeting

1. Call to order

Chair Dawn Gregg called the meeting to order at 8:08 am.

- *In attendance: Dawn Gregg, Chair; Brad Whittaker, Co-Chair; Katie Bonus; Bill Hallanger; Pat Palmer; Christopher Reeves; Allan Rudberg; Ruth Kendall, Council Liaison*
- *Not present: Karl Salzsider*
- *Staff present: Adam Trimble, Ken Hash, Mary Chennault; Nancy Vandehey*
- *Audience: Ron Kosloski; Lindsey Cope; Dawn Morgan*

2. Election of officers – None, error on agenda

3. Approval of May 2021 Minutes

A motion was made by Bill Hallanger, seconded by Brad Whittaker, that the minutes be approved as presented.

4. Announcements

- Susan Supola resigned- moving back to Montana
- In-person meetings resume with ‘hybrid’ virtual attendance option. Un-vaccinated persons shall wear masks while in City Hall.

5. Audience Participation or Correspondence

Ron Kosloski thanked the City for the hybrid meeting option. He inquired about the status of the construction blocking the parking around the old Cianci building. He mentioned the Governor will try to shut businesses down again and asked for support for those businesses trying to stay open.

6. Agenda Review and Action on Agenda Items

7. Reports and Sub-Committee Assignments

7.1 Parking Reports – LPD

Mary shared reports. Dawn inquired about the hours of parking staff as cars are on the street all day – not moving. She can mark tires but can't get back down to ticket. Mary reiterated that the position is staffed for 50% for parking enforcement and that the Records Division should be fully staffed soon, and that should get her back out. Mary encouraged them to call Dispatch if they witness this and report it.

7.2 Washington Main Street program grant opportunity for Affiliate Members. Staff attended a grant workshop and learned that funds are available for affiliate

members to hire a full-time staff person and start the process of becoming full Main Street members. It is a capacity building grant, but the city cannot be the applicant, it must be an independent non-profit. Staff will share the information with the Downtowners and encourage them to apply for funding the next round in 2022.

A coach is vital for Downtown. There's a grant opportunity to hire an employee to build capacity to become a full member. This person can't be a City of Longview employee, as it needs to be from a non-profit. Adam found a grant opportunity that has passed for this year, but will hopefully be available again next year. Lindsey Cope would like to pursue it for next year for Downtowners or EDC. Pat Palmer will bring it up at the next Downtowners meeting on Thursday.

7.3 Revitalize WA (Mainstreet) conference 2 for 1 registration.

Between now and September will want to determine if any two people, or more, want to attend this conference for DAC or Downtowners to take advantage of this discount.

7.4 City landscaping efforts in parking lots in June.

Not discussed.

7.5 Parking study updates.

Ken has been in contact with 3 consultants, the last being the most promising for our scope and desire. Questions he's asking: What's the best way to manage parking lots in 2021? Do we set up mobile/phone station for parking meters? Do we bring in a management company like Blue Diamond? We need to determine what the downtown businesses want as well. There's no set timeline for the study but sooner rather than later is the desire. Brad pointed out that the fund will be out of money by the end of the year.

8. Old Business

DAC recommendation to City Council: City Manager asked to wait until a parking study is complete before proposing changes to parking rules.

The request to go from 3 hr to 2 hr parking and for leased parking to not be free is on hold until the study is completed. It was suggested that too many warnings are being issued.

9. New Business

City Council will hear a presentation from their hired consultant on Economic Development for Downtown on July 27th. Adam believes the focus is what is the economic benefits of additional housing units downtown. Is it beneficial to sell a parking lot? This will have a long term direct impact to parking downtown. Construction downtown has an impact already. People are parking all day. Brad pointed out that any residential lender downtown will require the builder to put in parking. Dawn inquired more on the construction permit for the Cianci building. Adam will inquire with Public Works.

10. Discussion Items –

10.1 Bend Oregon parking changes article. Some similarities to Longview and noted

that on-street parking went to 2-hrs, un-metered while all the public parking lots went to metered and long-term parking options available on a sliding scale/income basis.

Dawn thanked Adam for sharing the study from Mary on Bend parking. Mary will try to get a copy of the full study from the City of Bend, but their study will not match up with our community, so we can't really use it as they presented it. Bill wants to speed up the process and hold a workshop. Adam suggested a subcommittee of 3 to work on it and bring it back to the group but if that is done, do we have a direction? Pat, Brad and Bill created a subcommittee to canvas downtown asking for input from the businesses.

10.2 On-going discussion of parking fund balance decline.

The fund is out of business by December and then the burden lays with the City after that to fund it.

???New Business

11. Next Meeting – August 17 meeting cancelled or pick a date to reschedule. September 21.

Nancy will ask Ken to attend the meeting on 8/17 if there is information to share on the parking study. If not, it will be cancelled.

Adam provided the group information on group emails and transparency guidelines.

12. Adjournment

Meeting was adjourned at 9 am.

City of Longview Violation Bureau
Financial Statistics 2020-2021

2020						
<u>Month & Year</u>	<u>Ticket Revenue</u>	<u>Permit Revenue</u>	<u>Revenue Total</u>	<u>Expenditure</u>	<u>Monthly +/-</u>	<u>Running Balance</u>
Jan-20	\$3,127.62	\$1,873.75	\$5,084.59	\$5,179.31	-\$94.72	\$67,274.86
Feb-20	\$3,535.41	\$5.00	\$3,616.76	\$5,801.49	-\$2,184.73	\$65,090.13
Mar-20	\$3,377.81	\$3,371.50	\$6,811.54	\$5,845.45	\$966.09	\$66,056.22
Apr-20	\$2,951.91	\$720.00	\$3,709.63	\$5,805.18	-\$2,095.55	\$63,960.67
May-20	\$1,343.61	\$787.00	\$2,155.14	\$5,722.35	-\$3,567.21	\$60,393.46
Jun-20	\$895.33	\$1,517.00	\$2,430.15	\$6,643.73	-\$4,213.58	\$56,179.88
Jul-20	\$2,161.67	\$3,170.00	\$5,339.51	\$5,859.09	-\$519.58	\$55,660.30
Aug-20	\$830.45	\$64.75	\$901.66	\$6,583.53	-\$5,681.87	\$49,978.43
Sep-20	\$1,681.35	\$2,880.00	\$4,566.37	\$8,236.96	-\$3,670.59	\$46,307.84
Oct-20	\$865.79	\$1,080.00	\$1,950.42	\$6,036.82	-\$4,086.40	\$42,221.44
Nov-20	\$1,651.18	\$240.00	\$1,895.22	\$5,812.15	-\$3,916.93	\$38,304.51
Dec-20	\$1,391.90	\$3,480.00	\$4,875.65	\$6,644.51	-\$1,768.86	\$36,535.65
2020 TOTAL	\$23,814.03	\$19,189.00	\$43,003.03	\$74,170.57	-\$30,833.93	\$36,535.65
2021						
<u>Month & Year</u>	<u>Ticket Revenue</u>	<u>Permit Revenue</u>	<u>Revenue Total</u>	<u>Expenditure</u>	<u>Monthly +/-</u>	<u>Running Balance</u>
Jan-21	\$1,319.13	\$1,085.00	\$2,407.61	\$4,913.45	-\$2,505.84	\$34,029.81
Feb-21	\$1,058.63	\$73.00	\$1,134.70	\$5,541.95	-\$4,407.25	\$29,622.56
Mar-21	\$1,773.71	\$3,083.50	\$4,860.16	\$5,511.34	-\$651.18	\$28,971.38
Apr-21	\$1,087.82	\$2,252.25	\$3,341.73	\$5,538.07	-\$2,196.34	\$26,775.04
May-21	\$3,228.69	\$46.25	\$3,276.29	\$5,563.64	-\$2,287.35	\$24,487.69
Jun-21	\$1,422.17	\$3,138.50	\$4,562.00	\$5,860.10	-\$1,298.10	\$23,189.59
Jul-21	\$3,986.07	\$1,149.00	\$5,138.07	\$5,495.13	-\$357.06	\$22,832.53
Aug-21					\$0.00	\$22,832.53
Sep-21					\$0.00	\$22,832.53
Oct-21					\$0.00	\$22,832.53
Nov-21					\$0.00	\$22,832.53
Dec-21					\$0.00	\$22,832.53
2021 TOTAL	\$13,876.22	\$10,827.50	\$24,703.72	\$38,423.68	-\$13,703.12	\$22,832.53

Jul-21

LOT BREAKDOWN

Lot Name	Lot#	Total Spaces/General Use	ADA Spaces	Number Auth. to lease	Number leased/city	Number Avail to lease	Cost/Space	Permit Only	Numbered Spaces	Number on wait list
Penny's	85	58/55	3	10	8/0	2	120.00	N	N	0
Merc	86	113/108	5	38	16/0	22	120.00	N	N	0
Johnson	87	58/55	3	28	21/0	7	120.00	N	N	0
15th & Broadway	111	37/10	0	37	14/6	17	120.00	Y	Y	0
Paragon	112	23/0	0	23	2/6	15	60.00	Y	Y	0
TOTAL				136	61/12	63				

Aug-21

LOT BREAKDOWN

Lot Name	Lot#	Total Spaces/General Use	ADA Spaces	Number Auth. to lease	Number leased/city	Number Avail to lease	Cost/Space	Permit Only	Numbered Spaces	Number on wait list
Penny's	85	58/55	3	10	9/0	1	120.00	N	N	0
Merc	86	113/108	5	38	16/3	19	120.00	N	N	0
Johnson	87	58/55	3	28	21/0	7	120.00	N	N	0
15th & Broadway	111	37/10	0	37	14/6	17	120.00	Y	Y	0
Paragon	112	23/0	0	23	10/6	7	60.00	Y	Y	0
TOTAL				136	70/15	51				

TICKET STATISTICS BY VIOLATION CODE

2021	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
W 15 MIN LMC 11.50.070	0	2	0	0	0	0	0	1					3
W 30 MIN LMC 11.50.070	20	15	0	4	6	10	7	2					64
W 1 HR LMC 11.50.070	13	20	0	0	3	16	0	3					55
W 2 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
W 3 HR LMC 11 50.070 & 11.62.030	128	107	96	40	65	89	169	73					767
W 4 HR LMC 11.50.070	1	0	0	0	0	0	0	0					1
W 10 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
W 72 HR LMC 11.62.030	6	3	1	0	1	1	0	0					12
W FREEFORM	2	0	0	0	0	0	1	0					3
TOTAL WARNINGS	170	147	97	44	75	116	177	79	0	0	0	0	905
OVER 12" RCW 46.61.575	2	6	0	1	3	0	1	2					15
ALLEY LMC 11.44.142	2	0	0	0	1	0	0	0					3
STORING LMC 11.44.147	21	52	55	36	23	19	24	10					240
ADA RCW 46.19.050	0	1	1	0	2	5	3	2					14
YELLOW LMC 11.50.020	4	2	4	2	8	15	16	2					53
IMPROPER RCW 46.61.570	3	4	0	3	1	6	19	2					38
LIBRARY LMC 11.44.130	0	0	0	0	0	0	0	0					0
WRONG DIRECTION RCW 46.61.575	2	2	2	1	4	9	6	6					32
ANGLE PARKING WAC 308330430	0	1	3	0	1	1	0	0					6
UNLAWFUL PURPOSES WAC 308330436	0	1	0	0	0	0	0	0					1
OT 15 MIN LMC 11.50.070	0	0	0	0	0	0	1	1					2
OT 30 MIN LMC 11.50.070	0	1	1	2	2	3	1	4					14
OT 1 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
OT 2 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
OT 3 HR LMC 11.50.070 & 11.62.030	5	5	24	7	13	24	28	37					143
OT 4 HR LMC 11.50.070	0	0	2	0	0	0	0	0					2
OT 10 HR LMC 11.50.070	0	0	0	4	0	0	0	0					4
OT 72 HR LMC 11.62.030	0	0	1	0	0	0	0	0					1
Over 3 Days LMC 11.44.145	3	0	0	1	0	0	1	2					7
Exp Over 45 Days RCW 46.16A.030 (7)	2	7	6	2	4	8	5	5					39
10' ROADWAY WAC308330433	0	0	0	0	0	0	0	0					0
CITY HALL VISITOR LMC 11.62.030 (6)	0	0	0	0	0	0	0	0					0
BUS TRANSFER LOT LMC 11.62.060 (6)	0	0	0	0	4	2	0	0					6
LEASED SPACE LMC 11.62.030 (2)	3	6	3	3	0	0	0	1					16
TIMED LMC 11.44.110	0	0	0	0	0	0	0	0					0
PERMIT REQUIRED LMC 11.62.030 (3)	0	1	3	0	0	1	1	2					8
BUS STOP WAC 308330457	0	0	0	0	0	0	0	0					0
OFF TRUCK ROUTE LMC 11.68.050	0	0	0	0	0	0	0	0					0
NO PARK 12AM-5AM LMC 11.44.110	0	0	0	0	0	0	0	0					0
NO PARK 9PM-5AM LMC 11.44.110	0	0	0	0	0	0	0	0					0
NO PARK 3AM-6AM LMC 11.44.110	0	0	0	0	0	0	0	0					0
TOTAL TICKETS	47	89	105	62	66	93	106	76	0	0	0	0	644
DISPATCHED PARKING COMPLAINTS	49	44	76	52	58	45	75	77					476

BELOW VIOLATIONS ARE FOR GO-4TH CELEBRATION ONLY

RV PARKING PERMIT

ADA PARKING ONLY VALID PERMIT REQUIRED

VENDOR PERMIT REQUIRED

IMPROPER

YELLOW

ALLEY

OVER 12"

WRONG DIRECTION