

AGENDA

Longview Downtown Advisory Committee

Tuesday, March 15, 2022

NEW MEETING TIME - 11:00 A.M.

Virtual on zoom:

<https://us02web.zoom.us/j/82366766198?pwd=STQrMnR5TGtpb3VoZC9qZTdGOUVoZz09>

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. Roll Call

3. Approval of Minutes

4. Audience Participation or Correspondence

5. Reports and Sub-Committee Assignments

- Parking Reports – LPD
- Parking subcommittee report
- Downtowner’s report – Lindsey Cope
- Barriers to Businesses Downtown – Ariel, Elizabeth
- Reports from staff- new police foot patrol in downtown

6. Old Business

- Update on Planning Commission review of permitted uses in downtown Longview. A Moratorium on development downtown other than retail/personal services, offices is in effect. Note- some projects vested/started prior to Moratorium.
- Downtown Parking changes. Timeline discussion, and set Special Meeting March 24, 29 or April 5 11 am.
 - March 29 or April 5: DAC Special meeting on parking changes- subcommittee presentation- and feedback.
 - April 12: Staff present to City Manager, presentation review
 - April 19: DAC regular meeting, formal recommendation on proposed changes
 - April 19: Parking subcommittee meeting
 - April 21: City Council Workshop 6 pm on downtown parking
 - TBD City Council formal direction
 - TBD Request for proposals
 - TBD Ordinance on parking changes
 - Future- parking changes implemented
- Topic: Idea to move the Tuesday Farmer’s Market to Downtown (Ariel)

7. New Business

8. Board Member Comments

9. Adjournment

- Special meeting March 24, 29, or April 5 11 am TBD
- Next meeting April 19, 2022

MINUTES

Longview Downtown Advisory Committee

Tuesday, February 18, 2022

8:00 A.M.

Virtual Zoom Meeting

1. Call to order

Brad Whittaker called the meeting to order at 11:01.

2. Roll Call

- *In attendance: Brad Whittaker, Chair; Allan Rudberg, Co-Chair; Elizabeth Borders; Bill Hallanger; Ariel Large; Dawn Morgan; Karl Salzsieder*
- *Excused: Pat Palmer*
- *Not in Attendance: Katie Bonus; Ruth Kendall;*
- *Staff present: Adam Trimble; Nancy Vandehey*
- *Audience: Joanna Lee, COL Planning Commission member*

3. Approval of Minutes

A motion by Bill Hallanger, seconded by Allan Rudberg, that the minutes of the January 18, 2022 meeting be accepted was unanimously approved.

4. New Members

- Short Intros
- OPMA Trainings
- Resolution 1920

All members gave a brief introduction of themselves and how they became associated with DAC. OPMA training requirements were discussed and a request for the link to be emailed to members was made. Adam Trimble reviewed Resolution 1920 with the group highlighting the creation of DAC with the duties and responsibilities of the committee.

5. Audience Participation or Correspondence

None.

6. Reports and Sub-Committee Assignments

- **Parking Reports – LPD**
Adam Trimble shared on Mary Chennault's behalf the LPD parking reports and the 2021 December expenditure report.
- **Parking Subcommittee report**
Adam Trimble gave a brief updated. Ariel Large reported that she contacted 3 vendors and the first demo is set for this afternoon. Brad Whittaker reported on the business perspective and taking 4 options to Council. Bill Hallanger reported on the historic perspective of the route that brought us to today.

7. Old Business

- Moratorium on development downtown other than retail/personal services, offices. Update on Planning Commission review of permitted uses. [The planning commission agenda contains the information discussed at the first workshop.](#)
This item was tabled to next meeting due to time constraints.

8. New Business

- City Council Workshop March 17, 2022 on downtown parking, time TBD.
Workshop was previously scheduled from February 24th, but was rescheduled to allow the subcommittee time to present options to Council.
- Request to create a new Subcommittee for Attracting New Businesses Downtown (Ariel)
A motion was made to create a subcommittee about Barriers to Establishing New Businesses Downtown. This motion passes. Ariel Large and Elizabeth Borders both volunteered. They plan to work with Lindsey Cope, EDC and Downtowners. They hope to identify barriers to new businesses that the Council can change and bring to this group any recommendations to take to Council.
- Topic: Idea to move the Tuesday Farmer's Market to Downtown (Ariel)
Ariel Large attended the Farmer's market meeting and discussed the option of moving the Tuesday market back downtown. It would be best to hold it in a parking lot. A time change to the evening to coordinate with the night market was suggested with the possibility of inviting food trucks.

9. Board Member Comments

Karl Salzsieder asked that his address on the roster be changed to his business address. Elizabeth Borders inquired about an update to funding for the Downtown Commerce Streetscape project continuing down to Florida street. This will be added to the agenda for next month.

10. Next Meeting - Next meeting March 15th.

11. Adjournment

Meeting was adjourned at 12:02.

Feb-22

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	19/3	16	120.00	N	N	0
Johnson	87	58/55	3	28	23/0	5	120.00	N	N	0
15th & Broadway	111	37/10	0	37	18/6	13	120.00	Y	Y	0
Paragon	112	23/0	0	23	14/6	3	60.00	Y	Y	0
TOTAL				136	83/15	38				

City of Longview Violation Bureau
Financial Statistics 2021-2022

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	\$31,900.84
Feb-21	\$1,058.63	\$73.00	\$1,134.70	\$5,541.95	-\$4,407.25	\$27,493.59
Mar-21	\$1,773.71	\$3,083.50	\$4,860.16	\$5,511.34	-\$651.18	\$26,842.41
Apr-21	\$1,087.82	\$2,252.25	\$3,341.73	\$5,538.07	-\$2,196.34	\$24,646.07
May-21	\$3,228.69	\$46.25	\$3,276.29	\$5,563.64	-\$2,287.35	\$22,358.72
Jun-21	\$1,422.17	\$3,138.50	\$4,562.00	\$5,860.10	-\$1,298.10	\$21,060.62
Jul-21	\$3,986.07	\$1,149.00	\$5,138.07	\$5,495.13	-\$357.06	\$20,703.56
Aug-21	\$2,565.28	\$1,456.00	\$4,022.61	\$5,866.07	-\$1,843.46	\$18,860.10
Sep-21	\$3,667.34	\$3,323.50	\$6,992.24	\$5,703.94	\$1,288.30	\$20,148.40
Oct-21	\$2,216.41	\$2,520.00	\$4,737.97	\$5,849.91	-\$1,111.94	\$19,036.46
Nov-21	\$1,667.70	\$517.50	\$2,186.65	\$6,106.35	-\$3,919.70	\$15,116.76
Dec-21	\$1,510.71	\$3,901.52	\$5,412.23	\$6,129.02	-\$716.79	\$14,399.97
2021 TOTAL	\$25,503.66	\$22,546.02	\$48,072.26	\$68,078.97	-\$20,006.71	\$14,399.97
2022						
<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-22	\$1,398.17	\$2,880.02	\$4,278.19	\$4,865.94	-\$587.75	\$13,812.22
Feb-22					\$0.00	\$13,812.22
Mar-22					\$0.00	\$13,812.22
Apr-22					\$0.00	\$13,812.22
May-22					\$0.00	\$13,812.22
Jun-22					\$0.00	\$13,812.22
Jul-22					\$0.00	\$13,812.22
Aug-22					\$0.00	\$13,812.22
Sep-22					\$0.00	\$13,812.22
Oct-22					\$0.00	\$13,812.22
Nov-22					\$0.00	\$13,812.22
Dec-22					\$0.00	\$13,812.22
2022 TOTAL	\$1,398.17	\$2,880.02	\$4,278.19	\$4,865.94	-\$587.75	\$13,812.22

** December 2021 & January 2022 are DRAFT reports (awaiting cash balance report from CM)

TICKET STATISTICS BY VIOLATION CODE

2022	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
W 15 MIN LMC 11.50.070	1	1											2
W 30 MIN LMC 11.50.070	7	5											12
W 1 HR LMC 11.50.070	6	3											9
W 2 HR LMC 11.50.070	0	0											0
W 3 HR LMC 11 50.070 & 11.62.030	132	69											201
W 4 HR LMC 11.50.070	0	0											0
W 10 HR LMC 11.50.070	0	0											0
W 72 HR LMC 11.62.030	0	0											0
W FREEFORM	0	0											0
TOTAL WARNINGS	146	78	0	0	0	0	0	0	0	0	0	0	224
OVER 12" RCW 46.61.575	1	2											3
ALLEY LMC 11.44.142	1	0											1
STORING LMC 11.44.147	2	2											4
ADA RCW 46.19.050	1	2											3
YELLOW LMC 11.50.020	9	11											20
IMPROPER RCW 46.61.570	5	1											6
LIBRARY LMC 11.44.130	0	0											0
WRONG DIRECTION RCW 46.61.575	5	3											8
ANGLE PARKING WAC 308330430	0	0											0
UNLAWFUL PURPOSES WAC 308330436	0	0											0
OT 15 MIN LMC 11.50.070	0	0											0
OT 30 MIN LMC 11.50.070	1	3											4
OT 1 HR LMC 11.50.070	1	0											1
OT 2 HR LMC 11.50.070	0	0											0
OT 3 HR LMC 11.50.070 & 11.62.030	22	6											28
OT 4 HR LMC 11.50.070	0	0											0
OT 10 HR LMC 11.50.070	2	1											3
OT 72 HR LMC 11.62.030	0	0											0
Over 3 Days LMC 11.44.145	0	1											1
Exp Over 45 Days RCW 46.16A.030 (7)	3	2											5
10' ROADWAY WAC308330433	0	0											0
CITY HALL VISITOR LMC 11.62.030 (6)	0	0											0
BUS TRANSFER LOT LMC 11.62.060 (6)	0	0											0
LEASED SPACE LMC 11.62.030 (2)	0	0											0
TIMED LMC 11.44.110	0	0											0
PERMIT REQUIRED LMC 11.62.030 (3)	3	0											3
BUS STOP WAC 308330457	0	0											0
OFF TRUCK ROUTE LMC 11.68.050	0	0											0
NO PARK 12AM-5AM LMC 11.44.110	0	0											0
NO PARK 9PM-5AM LMC 11.44.110	0	0											0
NO PARK 3AM-6AM LMC 11.44.110	0	0											0
TOTAL TICKETS	56	34	0	0	0	0	0	0	0	0	0	0	90
DISPATCHED PARKING COMPLAINTS	38	27											65

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