

AGENDA

Longview Downtown Advisory Committee

Tuesday, August 16, 2022

MEETING TIME - 11:00 A.M.

In Person in Training Room or by Zoom

1. Meeting Details

- **In Person – Longview City Hall, Training Room**
1525 Broadway Street, 2nd Floor
- **By 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)

2. Call to order

3. Roll Call

4. Approval of Minutes

- Amended Minutes from May 17, 2022
- Minutes from July 19, 2022

5. Audience Participation or Correspondence

6. Reports and Sub-Committee Assignments

- Parking Reports – LPD
- Downtowner's report – Lindsey Cope
- Barriers to Businesses Downtown subcommittee report: Ariel, Elizabeth

7. Old Business

- Discuss Update to 2011 Longview Downtown Plan Goals
 - Link to 2011 Downtown Action Plan
<https://www.mylongview.com/681/Downtown-Action-Plan>
- Tabled until October to discuss for 2023: Idea to move the Tuesday Farmer's Market to Downtown (Ariel)
 - LMC 12.40 allows for markets downtown, Special Event application

8. New Business

- Request to Change Parking Regulations – none at this time

9. Board Member Comments

10. Adjournment

- Next meeting September 20, 2022

MINUTES

Longview Downtown Advisory Committee Tuesday, May 17, 2022 - Amended 11:00 A.M.

1. Meeting Details

- In Person – Longview City Hall, Training Room
- By Zoom

2. Call to order

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

3. Roll Call

- *In attendance: Brad Whittaker, Chair; Allan Rudberg, Co-Chair; Bill Hallanger; Elizabeth Borders; Ariel Large; Dawn Morgan; Pat Palmer; Karl Salzsieder; Ruth Kendall, Council Liaison*
- *Not in Attendance: Katie Bonus*
- *Staff present: Adam Trimble; Mary Chennault; Ann Rivers; Nancy Vandehey*
- *Audience: Brennan Kauffman, TDN; Lindsey Cope;*

4. Approval of Minutes

- Minutes from April 19, 2022
- Minutes from Special Meeting April 26, 2022

Ariel Large made a motion, seconded by Elizabeth Borders, to approve the minutes as presented. This passed unanimously.

Karl Salzsieder made a motion after the minutes were approved to correct his motion from the April 26th meeting to strike the 1.5 FTE from the minutes. Allan seconded. This failed with two yes votes by Karl and Allan; two no votes by Pat and Brad and two abstain votes by Ariel and Dawn.

5. Audience Participation or Correspondence

None.

6. Reports and Sub-Committee Assignments

- Downtowner's report – Lindsey Cope

Lindsey Cope reported on Downtowner's. Ariel would like to see a paid employee for the Downtowner's on the next agenda. Karl suggested a focus on tourism rather than asking the taxpayers to promote downtown. It was suggested to invite Kelso to share in the costs.

- Parking Reports – LPD

Mary Chennault shared the parking reports

- Parking subcommittee report

Adam shared that the parking workshop is scheduled for June 2nd.

- Barriers to Businesses Downtown subcommittee report: Ariel, Elizabeth

Ariel Large shared that they meet tomorrow to finalize the survey.

- Reports from staff

Ann Rivers shared that Ken Hash recently joined the Mayor and Mayor ProTem in DC. The streetscape project funding was promoted.

7. Old Business

- Update on Moratorium on certain land uses in the Downtown Commerce District
 - Planning Commission Public Hearing on May 11, 2022
 - Staff report attached; full agenda packet can be viewed: 2536c77b-294e-4647-9b22-51e0e184a8e5.pdf (windows.net)

Adam reported on the Planning Commission meeting on May 11th.

Pat Palmer, seconded by Allan Rudberg, made a motion to support work done by Adam and the commission called out on Page 1 of the April 14th document for draft code amendments for DC zone permitted uses.

- Topic: Idea to move the Tuesday Farmer's Market to Downtown (Ariel)

Ariel is seeking the best parking lot for this move. Market would have to start downtown next year as it has already started. his item was not discussed due to time limitations.

8. New Business

- **Request to Change Parking Regulations**
 - **YMCA of SSWA**

Pat Palmer made a motion, seconded by Karl Salzsieder, to accept the parking regulation by the YMCA from all day parking to 3 hr parking zone. This passed unanimously.

9. Board Member Comments

Karl Salzsieder made a motion, seconded by Pat Palmer, to amend his previous recommendations from the April 26th meeting on the Downtown parking item to strike the statement "return to 1.5 FTE employees" and replace it with return to necessary staffing levels, a minimum of 1 FTE with further assessment on administrative needs. This passed unanimously.

10. Adjournment

Meeting was adjourned at 12:06.

MINUTES

Longview Downtown Advisory Committee

Tuesday, July 19, 2022

11:00 A.M.

1. Meeting Details

- In Person – Longview City Hall, Training Room
- By Zoom

2. Call to order

Brad Whittaker called the meeting to order at 10:59 am.

3. Roll Call

- *In attendance: Brad Whittaker, Chair; Elizabeth Borders; Katie Bonus; Dawn Morgan; Pat Palmer; Karl Salzsieder; Ruth Kendall, Council Liaison*
- *Excused: Ariel Large*
- *Not in Attendance: Allan Rudberg, Co-Chair; Bill Hallanger;*
- *Staff present: Ann Rivers; Mary Chennault; Nancy Vandehey*

4. Approval of Minutes

- Minutes from June 21, 2022
*Katie Bonus did attend the meeting on zoom; she arrived after roll was taken.
Pat Palmer made a motion, seconded by Katie Bonus, to approve the minutes with corrections. This passed unanimously.*

5. Audience Participation or Correspondence

None.

6. Reports and Sub-Committee Assignments

- Parking Reports – LPD
Mary Chennault shared the parking reports.
- Downtowner's report – Lindsey Cope
Lindsey Cope was not in attendance to provide a report.
- Barriers to Businesses Downtown subcommittee report: Ariel, Elizabeth
Elizabeth Borders reported on the subcommittee.

7. Old Business

- Paid position for Downtowner's (Ariel)
Ariel Large was not in attendance to discuss this topic.
- Downtown Parking
Ruth Kendall provided an update on the approval of Phase I of the parking changes adopted by City Council.
- Topic: Idea to move the Tuesday Farmer's Market to Downtown (Ariel)
 - Table until October for 2023
 - LMC 12.40 allows for markets downtown, Special Event application

This item was tabled until October to start planning for 2023.

8. New Business

- Review 2011 Longview Downtown Plan Goals
 - Link to 2011 Downtown Action Plan
<https://www.mylongview.com/681/Downtown-Action-Plan>

Ann Rivers spoke on this item to begin the discussion on what our plans are for the future. She encouraged members to review action plan to bring ideas and suggestions to the next meeting.

9. Board Member Comments

Pat Palmer reported on the Downtowner's meeting with a full schedule of summer activities. Next Downtowner's meeting will be the 28th.

10. Adjournment

*Next meeting will be August 16th.
Meeting was adjourned at 11:23 am.*

City of Longview Violation Bureau
Financial Statistics

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	\$1,164.48	\$129.00	\$1,293.50	\$5,498.24	-\$4,204.74	\$9,607.48
Mar-22	\$2,743.69	\$3,600.05	\$6,343.74	\$5,498.88	\$844.86	\$10,452.34
Apr-22	\$2,038.94	\$2,815.59	\$4,854.53	\$5,505.12	-\$650.59	\$9,801.75
May-22	\$2,041.85	\$573.17	\$2,615.02	\$6,200.33	-\$3,585.31	\$6,216.44
Jun-22	\$2,217.36	\$5,137.25	\$7,354.85	\$5,536.43	\$1,818.42	\$8,034.86
Jul-22					\$0.00	\$8,034.86
Aug-22					\$0.00	\$8,034.86
Sep-22					\$0.00	\$8,034.86
Oct-22					\$0.00	\$8,034.86
Nov-22					\$0.00	\$8,034.86
Dec-22					\$0.00	\$8,034.86
2022 TOTAL	\$11,604.49	\$15,135.08	\$26,739.83	\$33,104.94	-\$6,365.11	\$8,034.86

**June 2022 is draft. Waiting for city balance report from CM Sacha.

Jul-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	10/0	0	120.00	N	N	0
Merc	86	113/108	5	38	25	13	120.00	N	N	0
Johnson	87	58/55	3	28	26/0	2	120.00	N	N	0
15th & Broadway	111	37/10	0	37	17/6	14	120.00	Y	Y	0
Paragon	112	23/0	0	23	9/6	8	60.00	Y	Y	0
TOTAL				136	87/12	37				

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	0	0	0	0	0						2
W 30 MIN LMC 11.50.070	7	5	8	1	2	4	2						29
W 1 HR LMC 11.50.070	6	3	4	0	1	0	0						14
W 2 HR LMC 11.50.070	0	0	0	0	0	0	0						0
W 3 HR LMC 11 50.070 & 11.62.030	132	69	86	59	119	113	59						637
W 4 HR LMC 11.50.070	0	0	0	0	0	0	0						0
W 10 HR LMC 11.50.070	0	0	0	0	0	0	0						0
W 72 HR LMC 11.62.030	0	0	0	0	0	0	0						0
W FREEFORM	0	0	0	0	1	4	0						5
TOTAL WARNINGS	146	78	98	60	123	121	61	0	0	0	0	0	687
OVER 12" RCW 46.61.575	1	2	23	2	2	2	6						38
ALLEY LMC 11.44.142	1	0	1	0	1	0	2						5
STORING LMC 11.44.147	2	2	42	19	18	11	18						112
ADA RCW 46.19.050	1	2	0	0	1	6	3						13
YELLOW LMC 11.50.020	9	11	10	3	16	13	12						74
IMPROPER RCW 46.61.570	5	1	9	10	8	6	3						42
LIBRARY LMC 11.44.130	0	0	0	0	0	0	0						0
WRONG DIRECTION RCW 46.61.575	5	3	6	1	5	3	0						23
ANGLE PARKING WAC 308330430	0	0	1	0	2	2	0						5
UNLAWFUL PURPOSES WAC 308330436	0	0	0	0	0	0	0						0
OT 15 MIN LMC 11.50.070	0	0	0	0	0	1	0						1
OT 30 MIN LMC 11.50.070	1	3	2	0	0	0	0						6
OT 1 HR LMC 11.50.070	1	0	0	0	0	1	0						2
OT 2 HR LMC 11.50.070	0	0	0	0	0	0	0						0
OT 3 HR LMC 11.50.070 & 11.62.030	22	6	43	3	36	61	0						171
OT 4 HR LMC 11.50.070	0	0	0	0	0	0	0						0
OT 10 HR LMC 11.50.070	2	1	0	0	0	0	0						3
OT 72 HR LMC 11.62.030	0	0	1	0	0	1	0						2
Over 3 Days LMC 11.44.145	0	1	1	0	1	0	0						3
Exp Over 45 Days LMC 11.62.080	3	2	9	6	5	11	2						38
10' ROADWAY WAC308330433	0	0	0	0	0	0	0						0
CITY HALL VISITOR LMC 11.62.030 (6)	0	0	0	0	0	0	0						0
BUS TRANSFER LOT LMC 11.62.060 (6)	0	0	0	0	0	0	0						0
LEASED SPACE LMC 11.62.030 (2)	0	0	4	0	4	5	0						13
TIMED LMC 11.44.110	0	0	0	0	0	0	0						0
PERMIT REQUIRED LMC 11.62.030 (3)	3	0	0	0	0	0	9						12
BUS STOP WAC 308330457	0	0	0	0	0	0	0						0
OFF TRUCK ROUTE LMC 11.68.050	0	0	0	0	0	0	0						0
NO PARK 12AM-5AM LMC 11.44.110	0	0	0	0	0	0	0						0
NO PARK 9PM-5AM LMC 11.44.110	0	0	0	0	0	0	0						0
NO PARK 3AM-6AM LMC 11.44.110	0	0	0	0	0	0	0						0
TOTAL TICKETS	56	34	152	44	99	123	55	0	0	0	0	0	563
DISPATCHED PARKING COMPLAINTS	38	27	52	85	100	35	61						398

BELOW VIOLATIONS ARE FOR GO-4TH CELEBRATION ONLY

RV PARKING PERMIT	0	
ADA PARKING ONLY VALID PERMIT REQUIRED		9
VENDOR PERMIT REQUIRED		9
IMPROPER	0	
YELLOW	11	
ALLEY	0	
OVER 12"	0	
WRONG DIRECTION	0	