

AGENDA

Longview Downtown Advisory Committee

Tuesday, December 20, 2022

MEETING TIME - 10:00 A.M.

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

- Minutes from November 15, 2022

5. Audience Participation or Correspondence

6. New Business

- Katie Bonus resignation, effective November 30th
- Rachelle Sanders appointed by Council, effective December 8th
- Zoom Meetings licenses ending; Teams meetings going forward

7. Old Business

- Downtown Lighting Study - Ameresco
- Tuesday Farmer's Market to Downtown (Ariel)

8. Tabled Items

- Request to Change Parking Regulations – none at this time
- (January) Barriers to Businesses Downtown subcommittee report: Ariel, Elizabeth
- (January) Discuss Update to 2011 Longview Downtown Plan Goals
 - Link to 2011 Downtown Action Plan
<https://www.mylongview.com/681/Downtown-Action-Plan>

9. Reports and Sub-Committee Assignments

- Parking Reports – LPD
- Downtowner's report – Lindsey Cope
- Council Report – Ruth Kendall

10. Board Member Comments

11. Adjournment

- Next meeting January 17, 2023 at 10 am

MINUTES

Longview Downtown Advisory Committee

Tuesday, November 15, 2022

11:00 A.M.

1. Meeting Details

- In Person – Community Development Conference Room
- By Zoom

2. Call to order

Brad Whittaker called the meeting to order at 10:03 am.

3. Roll Call

- *In attendance: Brad Whittaker, Chair; Allan Rudberg, Co-Chair; Elizabeth Borders; Katie Bonus; Bill Hallanger; Ariel Large; Dawn Morgan; Pat Palmer; Karl Salzsieder; Ruth Kendall, Council Liaison*
- *Staff present: Ann Rivers; Nancy Vandehey*

4. Approval of Minutes

- Minutes from September 20, 2022
- Minutes from October 18, 2022

Bill Hallanger made a motion, seconded by Karl Salzsieder, to approve the minutes. This passed unanimously.

5. Audience Participation or Correspondence

None.

6. New Business

- Bylaws Updates to match Resolution 1920
 - Committee Composition: change from appointed by City manager to ***appointed by City Council.***
 - At-Large Entities: change to match what is in the resolution – add Housing Authority and ARC categories.
 - Term: change all terms of office shall expire on May 31 to ***December 31.***
 - Vacancies: change vacancies to be appointed by City manager to ***appointed by City Council.***

Bill Hallanger made a motion, seconded by Pat Palmer, to approve the bylaw updates as presented. This passed unanimously.

- Request to Change Parking Regulations – none at this time.

7. Old Business

- Increase Permitted parking in the 12th Ave lots

Ruth Kendall spoke on this item. The request is before the City Manager to increase the permits by 25%, including lots on 12th Ave. There was a discussion on 72 hour parking. This topic was tabled to ask Mary Chennault the history. The hardware/software for the parking is still in the budget but it hasn't been finalized.

- Downtown Lighting Study

Ann Rivers spoke with Ken Hash. Ken believes that the parking lot lighting may have been in the Ameresco audit. We will check back in a month.

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

Ariel Large is planning to submit a Special Event application for the parking lot behind the Pounder's Building (Café Guse) at 12th & Hemlock. Planning to block half of the parking lot.

- TABLED UNTIL JANUARY - Discuss Update to 2011 Longview Downtown Plan Goals

- Link to 2011 Downtown Action Plan

<https://www.mylongview.com/681/Downtown-Action-Plan>

8. Reports and Sub-Committee Assignments

- Parking Reports – LPD

Reports were reviewed in Mary's absence. There was an increase in revenue, most likely to quarterly permits sales and more tickets. Pat Palmer thanked the group for the efforts to get to this point, it has been 4 years in the making.

- Downtowner's report – Lindsey Cope

Lindsey Cope provided an update on the Harvest Festival successes and many of the upcoming events for the next few months.

- Barriers to Businesses Downtown subcommittee report: Ariel, Elizabeth

Ariel Large asked to table this item until after the holidays.

- Council Report – Ruth Kendall

Ruth Kendall shared updates earlier on various topics, nothing more to add.

9. Board Member Comments

Ariel Large had asked Nancy for an agenda item that didn't make the agenda – on a grant opportunity for electric vehicle charging stations. Proposals are due December 5th. Ruth Kendall recalled that EV charging stations had come before Council in 2020. Bill Hallanger mentioned that he had been appointed to a committee to discuss. It is possible that there is a grant application that could be altered to apply.

Lindsey Cope leaving Downtowners in May 2023 was discussed. Funding is still needed for a paid position. Ariel Large asked Nancy to email out her proposal that she presented to Council to fund a position and encouraged others to go to the meeting on November 17th.

Ruth, Ariel and Elizabeth worked on a DAC newsletter that was sent out to Downtowners by Lindsey Cope in October. Nancy will send out to DAC members going forward.

10. Adjournment

Meeting was adjourned at 11:19 am.

Nov-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	37	1	120.00	N	N	0
Johnson	87	58/55	3	28	28/0	0	120.00	N	N	0
15th & Broadway	111	37/10	0	37	16/6	15	120.00	Y	Y	0
Paragon	112	23/0	0	23	14/7	2	60.00	Y	Y	0
TOTAL				136	105/13	18				

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	\$1,756.45	\$1,903.00	\$3,659.82	\$5,487.36	-\$1,827.54	\$6,207.32
Aug-22	\$3,264.31	\$1,414.03	\$4,678.34	\$7,386.28	-\$2,707.94	\$3,499.38
Sep-22	\$5,378.23	\$5,053.32	\$10,431.55	\$5,728.27	\$4,703.28	\$8,202.66
Oct-22	\$4,783.04	\$3,686.45	\$8,470.49	\$5,424.86	\$3,045.63	\$11,248.29
Nov-22					\$0.00	\$11,248.29
Dec-22					\$0.00	\$11,248.29
2022 TOTAL	\$26,786.52	\$27,191.88	\$53,980.03	\$57,131.71	-\$3,151.68	\$11,248.29

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	4					6
W 30 MIN LMC 11.50.070	7	5	8	1	2	4	2	11					40
W 1 HR LMC 11.50.070	6	3	4	0	1	0	0	8					22
W 2 HR LMC 11.50.070	0	0	0	0	0	0	0	4					4
W 3 HR LMC 11 50.070 & 11.62.030	132	69	86	59	119	113	59	209					846
W 4 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
W 10 HR LMC 11.50.070	0	0	0	0	0	0	0	0					0
W 72 HR LMC 11.62.030	0	0	0	0	0	0	0	1					1
W FREEFORM	0	0	0	0	1	4	0	0	0	5			10
TOTAL WARNINGS	146	78	98	60	123	121	61	237	0	5	0	0	929
OVER 12" RCW 46.61.575	1	2	23	2	2	2	6	2	4	1	1		46
ALLEY LMC 11.44.142	1	0	1	0	1	0	2	0	0	0	0		5
STORING LMC 11.44.147	2	2	42	19	18	11	18	45	56	32	27		272
ADA RCW 46.19.050	1	2	0	0	1	6	3	2	10	1	2		28
YELLOW LMC 11.50.020	9	11	10	3	16	13	12	8	8	8	6		104
IMPROPER RCW 46.61.570	5	1	9	10	8	6	3	17	7	4	3		73
LIBRARY LMC 11.44.130	0	0	0	0	0	0	0	0	0	0	0		0
WRONG DIRECTION RCW 46.61.575	5	3	6	1	5	3	0	5	2	7	4		41
ANGLE PARKING WAC 308330430	0	0	1	0	2	2	0	2	5	4	4		20
UNLAWFUL PURPOSES WAC 308330436	0	0	0	0	0	0	0	0	0	0	0		0
OT 15 MIN LMC 11.50.070	0	0	0	0	0	1	0	2	0	0	1		4
OT 30 MIN LMC 11.50.070	1	3	2	0	0	0	0	0	5	7	5		23
OT 1 HR LMC 11.50.070	1	0	0	0	0	1	0	1	3	2	1		9
OT 2 HR LMC 11.50.070	0	0	0	0	0	0	0	2	130	43	54		229
OT 3 HR LMC 11.50.070 & 11.62.030	22	6	43	3	36	61	0	91	73	85	52		472
OT 4 HR LMC 11.50.070	0	0	0	0	0	0	0	0	0	0	0		0
OT 10 HR LMC 11.50.070	2	1	0	0	0	0	0	0	0	0	0		3
OT 72 HR LMC 11.62.030	0	0	1	0	0	1	0	2	3	0	0		7
Over 3 Days LMC 11.44.145	0	1	1	0	1	0	0	4	0	0	0		7
Exp Over 45 Days LMC 11.62.080	3	2	9	6	5	11	2	46	15	0	0		99
10' ROADWAY WAC308330433	0	0	0	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	0	0		0
BUS TRANSFER LOT LMC 11.62.060 (6)	0	0	0	0	0	0	0	0	0	0	0		0
LEASED SPACE LMC 11.62.030 (2)	0	0	4	0	4	5	0	0	0	1	4		18
TIMED LMC 11.44.110	0	0	0	0	0	0	0	0	0	0	0		0
PERMIT REQUIRED LMC 11.62.030 (3)	3	0	0	0	0	0	9	9	13	8	0		42
BUS STOP WAC 308330457	0	0	0	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	0	0		0
NO PARK 12AM-5AM LMC 11.44.110	0	0	0	0	0	0	0	0	0	0	1		1
NO PARK 9PM-5AM LMC 11.44.110	0	0	0	0	0	0	0	0	3	0	0		3
NO PARK 3AM-6AM LMC 11.44.110	0	0	0	0	0	0	0	0	10	0	0		10
TOTAL TICKETS	56	34	152	44	99	123	55	238	347	203	165	0	1516
DISPATCHED PARKING COMPLAINTS	38	27	52	85	100	35	61	48	54	37	38		575

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