



City of Longview

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

Agenda

Downtown Advisory Committee

Tuesday, April 18, 2023

10:00 AM

2nd Floor, City Hall

HYBRID MEETING DETAILS

23-001062 In Person or by Microsoft Teams - registration required for Teams

[Teams Link](#)

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

23-001060 Minutes from March 21, 2023

PUBLIC COMMENTS

NEW BUSINESS

UNFINISHED BUSINESS

23-001061 Tuesday Farmer's Market to Downtown Parking Lot (Ariel)

REPORTS

23-001063 Parking Reports - LPD

23-001064 Downtowner's Report - Ariel/Pat

23-001065 Council Report - Councilmember Kendall

TABLED ITEMS

23-001066 Request to Change Parking Regulations - None at this time

23-001067 TABLE UNTIL JUNE 2023 - Discuss Update to 2011 Longview Downtown Plan Goals

[Downtown Action Plan](#)

BOARD MEMBER COMMENTS

ADJOURNMENT & NEXT MEETING MAY 16TH AT 10 AM



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes

Downtown Advisory Committee

Tuesday, March 21, 2023

10:00 AM

2nd Floor, City Hall

HYBRID MEETING DETAILS

23-000962 In Person or on Microsoft Teams
REGISTRATION REQUIRED FOR TEAMS

Link: <https://teams.microsoft.com/registration/c1kmWbBb5k-fLVaiF7JUdg,RP65YRG0Kk6TXD4laNEONQ,2GjsLH5Vt0qCPrURv-4czw,Pw3qO95A9EGmulROqdv4FA,y7sshnxdIk2W--vzLqToAg,0TJktdbLfUu8Hqr5o4RmUg?mode=read&tenantId=59265973-5bb0-4fe6-9f2d-56a217b25476&webinarRing=gcc>

CALL TO ORDER

The meeting was called to order at 10 am by Co Chair Allan Rudberg. Chair Brad Whittaker, arrived at 10:05, and took over lead of the meeting.

ROLL CALL

In attendance: Allan Rudberg, Co-Chair; Brad Whittaker, Chair; Elizabeth Borders; Ariel Large; Dawn Morgan; Pat Palmer; Karl Salzsieder; Ruth Kendall, Council Liaison

Excused: Bill Hallanger; Rachelle Sanders;

Staff present: Ann Rivers; Mary Chennault; Nancy Vandehey

APPROVAL OF MINUTES

23-000955 Minutes from February 21, 2023

A motion was made by Ariel Large, seconded by Pat Palmer to approve the minutes as presented. This passed unanimously.

PUBLIC COMMENTS

NEW BUSINESS

UNFINISHED BUSINESS

23-000959 Tuesday Farmer's Market to Downtown Parking Lot (Ariel)

An ordinance to change the LMC for Community Markets is scheduled to go before Council on March 23rd to allow the market on Tuesdays. A public announcement was made on Facebook prior to permit approval by the Farmer's market. Permit is still in process.

REPORTS

23-000954 Parking Reports - LPD

Mary Chennault reviewed the parking permits. Increases are a result of the current changes and may level out as there has not been a staff hired to fill the parking enforcement position. The City hasn't yet executed the contract for the new software and hardware. Reserved parking spots in parking lots was discussed. Changes to the LMC would be necessary for reserved spots as well as any updated verbiage on the signs in the lots.

23-000957 Downtowner's Report

Ariel Large reported they now have a full board. They will not be doing as many activities without Lindsey. Optimistic they will have a few good events this year. Josh Carter is the new President. Pat and Ariel will share Vice President duties. April 22nd is the next clean up day Downtown.

23-000958 Council Report - Councilmember Kendall

TABLED ITEMS

23-000961 Request to Change Parking Regulations - None at this time

23-000960 TABLE UNTIL JUNE 2023 - Discuss Update to 2011 Longview Downtown Plan Goals **<https://www.mylongview.com/681/Downtown-Action-Plan>**

The board collectively agreed that this topic should be the only agenda item for the June meeting.

BOARD MEMBER COMMENTS

ADJOURNMENT & NEXT MEETING APRIL 19TH

The meeting adjourned at 10:35 am.

Mar-23

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	11/0	0	120.00	N	N	0
Merc	86	113/108	5	38	33/0	5	120.00	N	N	0
Johnson	87	58/55	3	28	27/0	1	120.00	N	N	0
15th & Broadway	111	37/10	0	37	18/4	15	120.00	Y	Y	0
Paragon	112	23/0	0	23	15/7	1	60.00	Y	Y	0
Penny's lot is oversold by 1			TOTAL	136	104/11	22				

City of Longview Violation Bureau
Financial Statistics

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	\$3,147.98	\$474.25	\$3,623.10	\$5,744.55	-\$2,121.45	\$9,126.84
Dec-22	\$6,278.59	\$5,800.00	\$12,079.51	\$9,074.84	\$3,004.67	\$12,131.51
2022 TOTAL	\$36,213.09	\$33,466.13	\$69,682.64	\$71,951.10	-\$2,268.46	\$12,131.51
2023						
<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-23	\$3,467.83	\$4,440.00	\$7,908.85	\$1,722.83	\$6,186.02	\$18,317.53
Feb-23	\$1,986.99	\$635.00	\$2,622.96	\$1,944.44	\$678.52	\$18,996.05
Mar-23					\$0.00	\$18,996.05
Apr-23					\$0.00	\$18,996.05
May-23					\$0.00	\$18,996.05
Jun-23					\$0.00	\$18,996.05
Jul-23					\$0.00	\$18,996.05
Aug-23					\$0.00	\$18,996.05
Sep-23					\$0.00	\$18,996.05
Oct-23					\$0.00	\$18,996.05
Nov-23					\$0.00	\$18,996.05
Dec-23					\$0.00	\$18,996.05
2023 TOTAL	\$5,454.82	\$5,075.00	\$10,531.81	\$3,667.27	\$6,864.54	\$18,996.05

TICKET STATISTICS BY VIOLATION CODE

2023	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
W FREEFORM	0	4	1										5
TOTAL WARNINGS	0	4	1	0	0	0	0	0	0	0	0	0	5
OVER 12" RCW 46.61.575	0	2	0										2
ALLEY LMC 11.44.142	0	0	0										0
STORING LMC 11.44.147	21	32	9										62
ADA RCW 46.19.050	1	0	0										1
YELLOW LMC 11.50.020	1	2	5										8
IMPROPER RCW 46.61.570	1	4	12										17
LIBRARY LMC 11.44.130	0	0	0										0
WRONG DIRECTION RCW 46.61.575	1	4	5										10
ANGLE PARKING WAC 308330430	0	0	0										0
UNLAWFUL PURPOSES WAC 308330436	0	0	0										0
OT 15 MIN LMC 11.50.070	0	0	1										1
OT 30 MIN LMC 11.50.070	0	2	1										3
OT 1 HR LMC 11.50.070	0	0	0										0
OT 2 HR LMC 11.50.070	0	18	15										33
OT 3 HR LMC 11.50.070 & 11.62.030	0	17	26										43
OT 4 HR LMC 11.50.070	0	0	0										0
OT 10 HR LMC 11.50.070	1	0	2										3
OT 72 HR LMC 11.62.030	0	0	1										1
Over 3 Days LMC 11.44.145	0	2	1										3
Exp Over 45 Days LMC 11.62.080	0	0	0										0
10' ROADWAY WAC308330433	0	0	0										0
CITY HALL VISITOR LMC 11.62.030 (6)	0	0	0										0
BUS TRANSFER LOT LMC 11.62.060 (6)	0	0	0										0
LEASED SPACE LMC 11.62.030 (2)	0	0	0										0
TIMED LMC 11.44.110	0	0	0										0
PERMIT REQUIRED LMC 11.62.030 (3)	0	0	6										6
BUS STOP WAC 308330457	0	0	0										0
OFF TRUCK ROUTE LMC 11.68.050	0	1	0										1
NO PARK 12AM-5AM LMC 11.44.110	0	0	0										0
NO PARK 9PM-5AM LMC 11.44.110	0	0	0										0
NO PARK 3AM-6AM LMC 11.44.110	0	0	0										0
TOTAL TICKETS	26	84	84	0	0	0	0	0	0	0	0	0	194
DISPATCHED PARKING COMPLAINTS	34	50	42										126

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