



City of Longview

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

Minutes

Downtown Advisory Committee

Tuesday, May 16, 2023

10:00 AM

2nd Floor, City Hall

HYBRID MEETING DETAILS

23-001161 In Person or by Microsoft Teams - [register here](#) for Teams (required)
[Join on the Web](#) - Meeting ID: 259 911 384 75 Passcode: ma5NwT

CALL TO ORDER

The meeting was called to order at 10:03 am.

ROLL CALL

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

Excused: Bill Hallanger;

Staff present: Kenny Robinson; Mary Chennault; Nancy Vandehey

APPROVAL OF MINUTES

23-001162 Minutes from April 18, 2023

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

PUBLIC COMMENTS

NEW BUSINESS

23-001169 Seeking two volunteers to attend the RevitalizeWA 2023 conference in Vancouver, WA - Oct 4th-6th

[RevitalizeWA Event Link](#)

Ariel Large and Elizabeth Borders volunteered. Brad Whittaker and Dawn Morgan both expressed interest and will be the alternate attendees, if needed.

23-001182 Guidelines for Individual Organizational Volunteer Workers and Commissions Boards and Committees

Nancy Vandehey explained that these were recently reviewed and updated policy that each member attest to when applying to be a volunteer on City boards. A copy was provided in the packet.

UNFINISHED BUSINESS**23-001163 Tuesday Farmer's Market to Downtown Parking Lot (Ariel)**

The first market was held downtown on May 9th. There are still some tweaks to work out but it is going smoothly. Laurie currently has a waiting list for vendors. Traffic crew will work on some signage to help with no parking on Tuesdays until September.

BOARD MEMBER COMMENTS

Ariel Large is working with Kenny Robinson on a Community Development Block Grant application to fund a paid executive director of a Main Street Program.

REPORTS**23-001164 Parking Reports - LPD**

Mary Chennault reviewed the LPD reports. There was a payment around \$5000 into the account for a large violation that was sent to collections that accounts for the higher revenue in March. Currently there is also no expenditure of staff time with a staff hired. Currently we don't have cadets to cover for the summer either.

The path forward looks like the City may be making changes to the program to allow for changes to be made by one person, most likely the City Manager and then reports taken to Council with details from the year. We are hoping that ordinance changes are going to Council in July and then movement on the Passport program would follow in the Fall.

A discussion on communication to the community on future changes was had with a desire to get information out before changes are made for the public.

Appreciation to staff was expressed for the removal of all the derelict vehicles out of the downtown parking lots!

23-001165 Downtowner's Report - Ariel/Pat

No meeting last month as they held their banquet. Next meeting is Thursday. There is a desire to change the date of the Harvest Festival but that hasn't been finalized.

23-001166 Council Report - Councilmember Kendall

Councilmember Kendall did not have more on Council other than the items spoke about above. Pat Palmer wanted to note that funding is still needed for maintenance of the parking lots in the budget.

TABLED ITEMS**23-001167 Request to Change Parking Regulations - None at this time****23-001168 TABLE UNTIL JUNE 2023 - Discuss Update to 2011 Longview Downtown Plan Goals
[Downtown Action Plan](#)****ADJOURNMENT & NEXT MEETING JUNE 20th**

The meeting was adjourned at 10:40 am.