



# City of Longview

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

## Agenda

### Downtown Advisory Committee

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Tuesday, February 17, 2026

10:00 AM

2<sup>nd</sup> Floor, City Hall

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To create a downtown in Longview whose viability is based on unique character, is easily differentiated from other commercial in the Longview/Kelso area, is attractive to residents and visitors, is active "24-7", and attracts residents and visitors from Longview and other areas.

#### HYBRID MEETING DETAILS

26-00121 Please click the link to join the webinar: <https://us02web.zoom.us/j/83331274129>  
Webinar ID: 833 3127 4129  
Or by Telephone: (253) 205 0468; (253) 215 8782

#### CALL TO ORDER

#### ROLL CALL

#### CHANGES TO THE AGENDA

#### APPROVAL OF MINUTES

26-00122 MINUTES FROM JANUARY 20, 2026.

#### PUBLIC COMMENTS

#### NEW BUSINESS

#### UNFINISHED BUSINESS

26-00123 DOWNTOWN SIGNAGE - REPORTING BACK

#### REPORTS

26-00124 DOWNTOWN PARKING PROPOSAL MEMORANDUM

26-00125 DOWNTOWNERS REPORT

#### SHOW & TELL

26-00126 BRING FORTH THE FUN & POSITIVES

#### BOARD MEMBER COMMENTS

#### ADJOURNMENT



# City of Longview

1525 Broadway  
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## Minutes

### Downtown Advisory Committee

Tuesday, January 20, 2026

10:00 AM

2<sup>nd</sup> Floor, City Hall

#### HYBRID MEETING DETAILS

**26-0032** Please click the link to join the webinar: <https://us02web.zoom.us/j/83331274129>  
Webinar ID: 833 3127 4129  
Or by Telephone: (253) 205 0468; (253) 215 8782

#### CALL TO ORDER

*Kat Cooper, acting as CoChair, called the meeting to order at 10:04 am.*

#### ROLL CALL

*Present: Rachelle (Sanders) Burch; Kat Cooper; Erin Gabrielle; Bill Hallanger; Rikissa Harrison; Laura Hight; Karl Salzsieder; Ruth Kendall, Council Liaison*

*Excused: Elizabeth Borders, Chair; Dawn Morgan*

*Unexcused: Ariel Large; Allan Rudberg*

*Guests: Mike Chapman, HPC*

*Staff present: Nick Little, Irene Rutikanga; Nancy Vandehey*

#### CHANGES TO THE AGENDA

#### APPROVAL OF MINUTES

**26-0033** MINUTES FROM DECEMBER 16, 2025.

*The minutes were approved as presented. This passed unanimously.*

#### ELECTION OF OFFICERS

**26-0038** ELECTION OF COCHAIR TO THE VACANT POSITION

*Rikissa Harrison self nominated. She was elected, unanimously, to the position of CoChair for the remainder of the term, ending June of 2026.*

#### PUBLIC COMMENTS

#### NEW BUSINESS

**UNFINISHED BUSINESS****26-0034 DOWNTOWN SIGNAGE - REPORTING BACK**

*Rikissa Harrison stated that she was locked out of the document. Potentially, Liz is also locked out of the document. Kat Cooper needs to finish up her block.*

**REPORTS****26-0035 DOWNTOWN PARKING PROPOSAL MEMORANDUM****RECOMMENDED ACTION:**

**SEEKING RECOMMENDATION FROM DAC TO TAKE TO COUNCIL ON JANUARY 22, 2026.**

*Nick Little shared a brief history of how we got to today with downtown parking. He then shared the proposal as laid out in the attached memo. Logistics on parking permits were discussed. The work that DAC is doing now will be essential in assisting with the sign inventory and putting up new signage. It was suggested that the signage be color coded somehow by the specific time limit and potentially coordinate the on-street paint color.*

*Rachelle Burch made a motion, seconded by Rikissa Harrison, to present the proposal to the Council with modifications as needed. Nick listed the suggestions from DAC that he'll highlight in the presentation to Council. The necessity of the Clancy parking software was questioned. The motion passed unanimously.*

**26-0036 DOWNTOWNERS REPORT**

*None.*

**SHOW & TELL****26-0037 BRING FORTH THE FUN & POSITIVES**

*None.*

**26-0046 DOWNTOWN SUMMIT INVITE FOR DAC**

*Nick Little shared information on the Downtown Summit happening this evening. He spoke on the driving reasons for hosting the meeting.*

**BOARD MEMBER COMMENTS**

*None.*

**ADJOURNMENT**

*The meeting was adjourned at 11:00 am.*

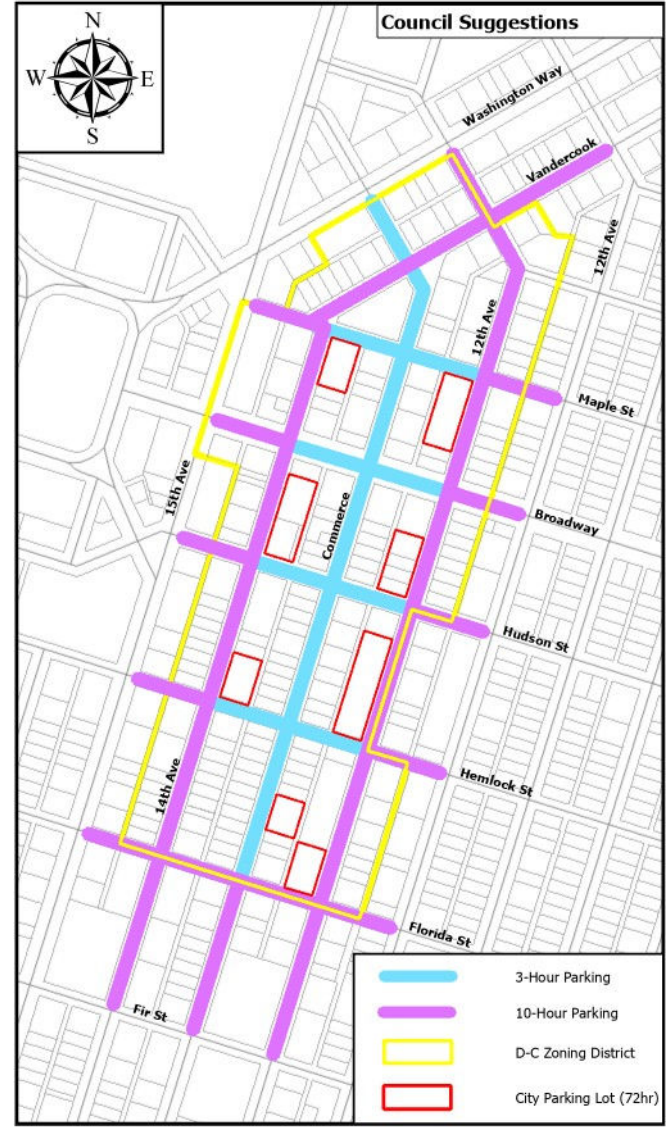
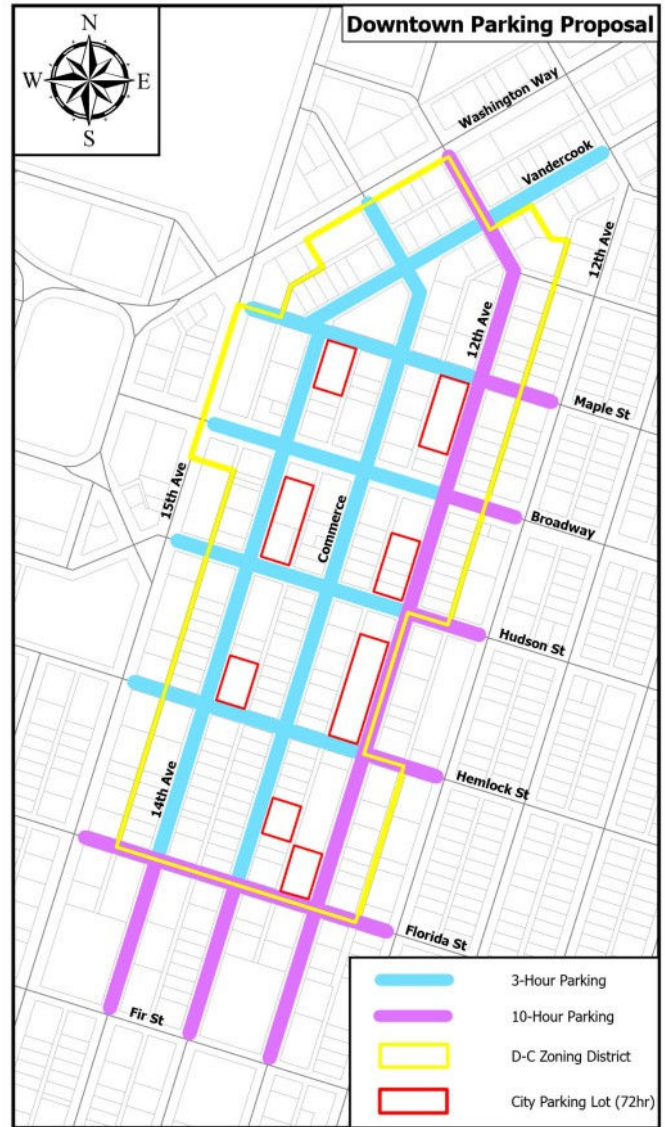
# **DOWNTOWN PARKING**

# Council Direction

- Change 14<sup>th</sup> and side streets to the west of 14<sup>th</sup>, from 3-hour to 10-hour
- More clearly identify connections to RWC study
- Return to DAC for further discussion of above items

- City of Longview  
Downtown  
Proposed Time Limits**
- Data Collection Area
  - On-Street**
    - 2 Hour
    - 3 Hour
    - 10 Hour
  - Off-Street**
    - 4 Hour (Or By Permit)
    - No Overnight Parking (Except by Permit)

**RWC Study**



# RWC Study (Rick Williams Consulting)

- Multiple documents:
  - Data Summary – Final Report *(Jul 2023)*
  - Longview Guiding Principles Memorandum *(June 2024)*
  - Longview Tech Memorandum *(Nov 2024)*
  - Downtown Parking Management Action Plan Final Report *(Dec 2024)*
  - Council Presentation Powerpoint *(Mar 2025)*

# Key points from RWC Data Summary

*“Use of the on-street system is consistently low relative to the total parking supply. While there is a small cluster of constrained block faces, adequate empty parking is available within a reasonable walking distance of any destination...”*

- Simplify time limits
- Move employees to off-street spaces
- Strategically deploy enforcement
- Address long stays (5+hours) and chain parking

		RWC Study	Current Proposal
Prioritize Uses	✓	On-Street: Customers Off-Street: Residents/employees	On-Street: Customers Off-Street: Residents/employees
Capacity Management Data Collect/Monitoring	≈	85% rules for supply Mix of 2 & 3 Hour on-street	3-hour on-street Limited data collection
Communication	✓	Update signage Communicate changes	Inventory/update signage Public Outreach Plan
Accessibility	✓	Count ADA Spaces Update as needed	Count ADA Spaces Update as needed
Roles and Coordination	✓	Public notice of changes Outreach – employee parking	Public notice of changes Outreach – employee parking
Spillover Parking	✗	Address spillover from surrounding residential areas	Not addressed; no known spillover currently
Loading Zones	✗	Loading Zones “Quick Stops”	None Proposed Encourage alley use
Shared Parking	✗	Private/Public parking agreements	None proposed Cost and staff limitations

# Why 3 hours?

1. Simplest, most consistent approach
2. Average stay in 2-hour stall: 1hr 55min  
Average stay across downtown: 2hr 24min
3. Feedback that 2 hours was not enough time
4. Balance between simplicity, consistency, and enforcement capacity of the city

# Short Term

- Formalize guiding principles
- Adopt 85% rule
- Formalize Downtown Parking Management District boundary
- Consolidate management of the parking supply
- Continue downtown parking committee (PAC)
- Simplify time limits in DPMD
- Initiate reasonable future enforcement
- Implement a downtown off-street overnight permit program
- Stripe all on-street parking stalls and commercial streets

# Medium Term

- Establish data collection schedule
- Establish a “Quick Stop” stall request process
- Create exception process for non-standard time limits on commercial corridors
- Bring city-owned lots up to a uniform standard
- Consistently apply and expand awareness of parking logo/brand

# Medium-Long Term

- Refresh the City parking website
- Expand bike parking network
- Improve pedestrian crossings to encourage walking and increase safety
- Assess ADA locations and compliance
- Bring city-owned lots up to a uniform standard
- Convert constrained public lots in the downtown area core to 4-hour or by permit parking

# Current Proposal

- Simplifies time limits
- Continues enforcement commensurate with City's available resources
- Implements a downtown off-street overnight permit program
- Verify and update as-needed on-street parking stalls
- Assess ADA locations and compliance; update as necessary
- Includes public notice and communication with business owners
- City website updates as needed

# Key Data Points – On-Street Utilization

Table 3: On-street Utilization by Stall Type

Use Type	Stalls	Peak Hour	Peak Occupancy	Empty Stalls	Average Length of Stay	Violation Rate
<b>On-Street Supply Studied</b>	<b>876</b>	<b>11:00 AM – 12:00 PM</b>	<b>47.4%</b>	<b>458</b>	<b>2:24 hours</b>	<b>18%</b>
15 Minute	19	12:00 PM – 1:00 PM	42.1%	11	-	53%
30 Minute	15	11:00 AM – 12:00 PM	73.3%	4	-	32%
1 Hour	50	3:00 PM – 4:00 PM	48.0%	26	1:43 hours	34%
2 Hour	393	11:00 AM – 12:00 PM	56.0%	173	1:55 hours	19%
10 Hour	155	2:00 PM – 3:00 PM	47.1%	82	4:05 hours	0%
ADA accessible	9	12:00 PM – 1:00 PM	66.7%	3	2:54 hours	0%
Authorized Vehicles Only	6	10:00 AM – 11:00 AM 2:00 PM – 3:00 PM	83.3%	1	3:20 hours	-
No Limit	229	12:00 PM – 1:00 PM	36.8%	141	3:42 hours	-