

Parking Commission

March 9, 2021

Commissioners Present: Jim Chapkis, Ann Melbourn, Don Walters, Steve Petersen, Pat Murray, Elaine Price

Staff/Advisors Present: Troy Tymesen (City Administrator), Stephanie Padilla (City of Coeur d'Alene), Todd Feusier (City of Coeur d'Alene), Andrea Pierce (Diamond Parking), Audrey Bell (Diamond Parking), Emily Boyd (Downtown Association), Rebecca Holloway (Downtown Association)

Motion by Commissioner Walters to approve the February 2021 meeting minutes as submitted. Seconded by Commissioner Melbourn. Motion carried.

ANNOUNCEMENTS:

1. **Commission Comments:** Chairman Chapkis will notify the commission if meetings can be delayed if there are no upcoming items to be discussed. Stephanie will check the bylaws regarding delaying meetings.
2. **Staff Comments:** Stephanie noted that Don Walter's term will expire on June 20, 2021, Brad Jordan's term will expire on May 16, 2021, and Patrick Murray will be retiring. Don Walters would like to renew his position.

OLD BUSINESS

1. **Parking Lot Revenue Update:** Audrey stated that permit revenue for McEuen and Independence Point lots are down from last year, and the Museum, Boat Launch, and docks are up, all may be due to more people working from home. Audrey wants to make an A-frame sign to put in front of the secured entrance of the parking garage to advertise, mentioning there are plenty of spaces and will increase revenue. Court is back in session as of the beginning of March which could help with additional parking permit revenue at Memorial Field.
2. **Parking Garage Back-Up Generator:** Todd stated the cost estimate for the backup battery systems for the gates would be a few thousand dollars. The garage also already has backup lights for 90 minutes for anyone initially locked in the garage and suggested adapting to those. Stephanie discussed costs with security system and stated it would be \$10,000 - \$15,000. A code would be used to open the gates and a backup battery would need to be used to run those, or security can provide a key to manually open, and staff would be willing to help. Mr. Tymesen suggested using the City electricians if needed or signage for the pull chain that the garage already has, as well as a plan or number if power outage occurred. Emily mentioned that Diamond has new software under the City for gate removal. Audrey mentioned to consider costs for damages that occur to the gates during regular use.
3. **Wayfinding Signage:** Emily Boyd stated that the DTA Economic Committee's goal is to reduce the clutter of signs, add character with the City logo branding, and have effective and strategic signage for in or outside the downtown core. The committee has also looked at electronic kiosks and are searching for one that will fit in with downtown. For fixed signage, the committee is working with Welch Comer for larger signs to point towards city buildings or other important

locations. Emily presented cost estimates for signage from Shenango Screen Printing. Mr. Tymesen mentioned that aluminum signs that are cut out or with wrap will make a difference in costs but not the aesthetic, stating that wraps can be changed and cleaned, and suggested to see if Shenango will put together a design. Commissioner Petersen suggested that the signs stand out, with entrances to be more exciting than the regular signs to give more direction. Chairman Chapkis suggested reflective lettering and lighting for entry signs to get attention. Also suggested not to have branding around parking signs. Todd suggested AC or solar power for signage lighting, replacement batteries range from \$80 - \$300.

Discussion: Audrey would like to meet with Mr. Tymesen and Stephanie to discuss RV parking in the Memorial Field parking lot before it gets to be busy. Ann will be getting oversized parking in parking lot A for most of the summer other than during the Ironman Triathlon.

Chairman Chapkis asked for a motion to adjourn meeting. Motioned by Commissioner Melbourn, seconded by Commissioner Walters. Meeting adjourned.