

Parking Commission Meeting Minutes

May 11, 2021

Commissioners Present: Jim Chapkis, Ann Melbourn, Patrick Murray, Steve Petersen, Brad Jordan, Don Walters

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

Absent: Kathleen Tillman, Tom Messina, Elaine Price

Motion by Commissioner Melbourn to approve the March 2021 meeting minutes as submitted.
Seconded by Commissioner Petersen. Motion carried.

PUBLIC COMMENTS:

1. **Mrs. Coleman:** The 15-minute parking on Northwest Boulevard in front of the museum is requested to be changed to no parking because of the congestion on the street, how tight the lanes are, and the 15-minute parking not being enforced. Mrs. Coleman feels the traffic is dangerous for those parked there, the parking patrol cars, and those exiting the museum parking lot. Chairman Chapkis suggested changing the signage to loading/unloading parking and having it enforced by Diamond Parking.

ANNOUNCEMENTS:

1. **Commission Comments**
2. **Staff Comments:** Mr. Tymesen is in the planning process of using some of the space in the Coeur d'Alene parking garage to be utilized as a small sub police station. Mr. Feusier informed on the update to the downtown traffic signals from Lakeside to 5th Street, overnight work will begin the week after IronMan. The equipment will be updated as well as new ADA pedestrian cross walk buttons that will be coordinated together starting at Government Way.

OLD BUSINESS

1. **Parking Lot Revenue Update:** Revenue is over \$44,446 from last April and \$79,689 from last year. There is a new sign at the boat launch that provides more information to users.
2. **Wayfinding Signage:** Mr. Feusier presented examples of wayfinding signage, noting that the size, shape, and colors of the signs are not final. The sign will fit on one pole and be regulated with ITD, the reflective lettering will have a lifespan of five years, and the material will clean off graffiti well. Emily Boyd from the Coeur d'Alene Downtown Association has been communicating with a consultant that recommended a wayfinding study, cohesive signs, and to develop a four-to-five-year strategy for funding. The consultant has offered some of their services as a donation. Emily suggested working with the consultant's designer, speak to the community, and get input from the businesses. Emily will present the signs to the Downtown Association Economic Committee and will share the feedback and discuss with Mr. Tymesen. Chairman Chapkis suggests the deadline be next month to move forward.

Mr. Feusier informed that the utility cabinets are going to be rewrapped. He suggested using a new wrap of a Downtown Coeur d'Alene map with a QR code that will bring the map, or the Downtown Association website, up on the device. Commissioner Melbourn mentioned the QR code will cut down on signs and Mr. Tymesen noted it will adapt to the changing businesses downtown.

NEW BUSINESS

1. **Re-appointment of Commissioners:** Commissioner Melbourn motioned to re-appoint Commissioner Brad Jordan as the ignite Representative and Commissioner Don Walters as the Community At Large Member, motion seconded by Commissioner Walters. Motion carried.
2. **Daytime RV Parking at NIC update:** The City and NIC came to a 1-year agreement to have oversized parking in Parking Lot A near NIC and Hubbard. Parking Lot A will hold 24 oversized parking spots for daytime use only, vehicles will need to be removed by 10 p.m. Mr. Tymesen reminded that the parking lot will need signage from Diamond Parking. The City is responsible for striping, sweeping, signage, and enforcement.
Commissioner Petersen motioned to approve the agreement with NIC for Parking Lot A, seconded by Commissioner Melbourn. Motion carried.
3. **4th of July Events and Partnership with DTA and Chamber:** Reminder that the Coeur d'Alene Regional Chamber of Commerce will take over all public City lots on July 3 and 4, 2021 for the parade, fireworks, and other 4th of July events.

Discussion: Commissioner Murray will be retiring in June, and the next Parking Commission meeting will be held on June 8.

Chairman Chapkis asked for a motion to adjourn meeting. Commissioner Walters motioned, seconded by Commissioner Jordan. Meeting adjourned at 4:13 p.m.