

COLVILLE PARKING COMMISSION MEETING MINUTES

June 26, 2017

5:25 P.M.

City Hall

Chairman Ryke Dahlen called the meeting to order at 5:25 P.M.

ROLL CALL

Members Present: Ryke Dahlen, Steve Wisner, Stewart Kent and Karen Abeid.

Absent: Avrum Baum, Councilmembers Mike Birch and Doug Kyle.

PREVIOUS MINUTES

Stewart Kent moved that the minutes from February 13, 2017 be accepted as submitted.

Motion passed.

FINANCE REPORT

Chairman Ryke Dahlen presented the finance report. He stated that the initial 2017 budget is \$17,410. He stated that they had \$102,126 in their fund and that the year to date expenses are \$9,183.86. He stated that most of the expenses were for snow removal, office charges and legal fees. He stated that the balance of the general expenditures is now \$8,226.

Chairman Ryke Dahlen stated that the property acquisition cost for the parking lot at Second and Main Street was \$45,227.50. He stated that this comes out of the Business Improvement District (BID) funds. He stated that the balance in BID fund is \$62,113.14.

OLD BUSINESS

Snow Removal. Chairman Ryke Dahlen stated this is the first year that Long Irrigation was contracted for the snow removal and that they did a good job. He stated that they spent \$1,345 to Long Irrigation to clear the lot behind Burdick's and Statesman Examiner. He stated that the City does the other City lots and the cost was \$3,200. He stated that the total snow removal expenses were \$4,545.00 for the year.

Second and Main Street (Keefe) Lot Purchase. Chairman Ryke Dahlen stated that the offer was made to Dr. Keefe and he accepted on February 7, 2017, contingent upon a conditional use permit. He stated that since the lot had not been used in over 180 days it could not be grandfathered in and had to go through the process to have it designated as a parking lot. He stated that he attended the Zoning Board of Adjustments meeting to have the lot changed to a parking lot. He stated that the Zoning Board did approve the conditional use permit and they need to meet the requirements of the Planning Commission. He stated that he is working with Ron Frostad at the Public Works Department on the design of the parking lot.

NEW BUSINESS

Required Improvements to Second and Main Street Parking Lot. Chairman Ryke Dahlen stated they are required to have improvements done to the parking lot. He stated that he has an estimate from Interstate Concrete for a total overlay and the drainage system. He stated there is a timeline that they need to follow, they have six months to complete the drainage system and have 18 months to complete the paving, striping and landscaping with vertical elements and a blend of vegetation. He stated that the Planning Commission does require a five-foot landscaping from the external edge.

Chairman Ryke Dahlen presented a proposed barrier design from City Planner RJ Keetch with a brick and concrete fence all the way around the lot. Karen Abeid stated that with that barrier design it would be difficult for people to exit the parking lot once they have parked. She also stated you would not be able to see the vegetation with the proposed barrier.

Chairman Ryke Dahlen presented another option using a Western design with wagon wheels and flower pots. Steve Wisner suggested that he knows someone that does ironwork that is reasonably priced.

Stewart Kent motioned and Steve Wisner seconded the motion that they do not use the proposed design from City Planner RJ Keetch.

Chairman Ryke Dahlen presented a preliminary estimate from Ironworks and the wagon wheels would cost about \$500 each.

The committee discussed if the vegetation and landscaping required lawn. The committee prefers not to use lawn and to use planters like others that are already in place on Main Street.

Optional Lot Improvements. Chairman Ryke Dahlen stated that a garbage can is needed at the lot. Stewart Kent stated that he thought Rotary Club would be willing to put in a bike rack. Chairman Ryke Dahlen stated that a spot in the front of the lot by the bench would be a good place for the bike rack. He also stated another option they are looking at is an electric car charging station. He stated the City is looking at putting one in near City Hall and the parking lot behind Heritage Court. He stated that he has mentioned that the charging station would be better located at the parking lot on Second and Main. He also stated that they could apply for some grants and fill out paperwork with Avista to get a charging station put in at the Second and Main Parking Lot.

Stewart Kent motioned and Karen Abeid seconded the motion to pursue the optional lot improvements including a garbage can, bike rack donated by the Rotary Club and an electrical charging station.

Motion passed.

Off Street Parking Signage. Chairman Ryke Dahlen stated that Andy Zayemopoulos owner of Colville Jewelers approached him about parking in front of his business. Andy stated that the Pour House customers are parking in the Colville Jewelers parking spots. He stated that he explained to Andy that the Parking Commission cannot help with that issue. He did state that the Parking Commission could direct people to the parking lot in the back. He stated that he went to Colville Sign and asked them to design a couple of proposed signs for parking in the back lots. He presented a couple of options to the committee that could be mounted to the building. He stated that he has talked to building owner Brandon Michaelson and he has approved the Parking Commission to mount a sign on the building in a prominent spot.

Chairman Ryke Dahlen stated that Jill Skaggs approached him about putting a door on the side of the building of her hair salon. He stated that the door would egress into the parking lot and would require a sidewalk be put in all the way down the parking lot. He stated that the sidewalk would take up space in the parking lot. He also stated that he is going to talk to Ron Frostad about a sidewalk at the Second and Main parking lot.

Stewart Kent motioned and Steve Wisner seconded the motion to not allow a sidewalk be put in at the Second and Main parking lot.

ADJOURNMENT

As there was no further business, Karen Abeid moved and Stewart Kent seconded the motion to adjourn.

Motion passed.

Time of adjournment: 6:20 p.m.