

## COLVILLE PARKING COMMISSION

October 14, 2013

5:30 P.M. – City Hall

### MINUTES

The Colville Parking Commission held a meeting on October 14, 2013, at City Hall. Chairman Ryke Dahlen called the meeting to order at 5:30 P.M.

### ROLL CALL

Members Present: Karen Abeid, Steve Wisner, Brian Wear and Ryke Dahlen. Others Present: Mike Birch, Council Liaison and Jim Lapinski, City staff.

### APPROVAL OF MINUTES

The minutes of the previous meeting of June 24, 2013 were not available at this time.

### FINANCE REPORT:

The Chairman presented a finance report showing a current balance of \$70,368.00 and summarized year to date expenses totaling \$18,365.36.

### MAINTENANCE REPORTS

- Lot Cleaning/Lot Re-striping. The Chairman reported that the Street Department completed the lot cleaning and lot re-striping in July.
- Weed Maintenance. It was reported that MJR Services performed the weed maintenance on the Fogle lot in September.
- Snow Removal. Chairman Dahlen noted that one bid was received for snow removal from Daniel's Nursery (attached hereto and made a part of these minutes). A motion was made and seconded to recommend that the City Council award the Snow Plow Service bid to Daniel's Nursery. Motion carried.
- Crack Repair/Asphalt Repair – 1<sup>st</sup> & Wynne Lot. The Chairman reported that Ace Seal & Stripe did the crack repair on the 1<sup>st</sup> & Wynne lot. Knife River completed the asphalt repair in August, which greatly improved the lot.

### OLD BUSINESS

- Keefe Lot Lease Approval. Chairman Dahlen reported that the lease with Mr. Keefe for the lot at 2<sup>nd</sup> & Main has been finalized and signed. The lease is for 3-years, at \$309 per month, with an option to renew it if Mr. Keefe does not sell it. The City has leveled the lot and additional improvements, as indicated below, will greatly improve the site and make it accessible.

### NEW BUSINESS

At this time, the following bids for improvements to the 2<sup>nd</sup> & Main lot were submitted for consideration:

- 2<sup>nd</sup> & Main Lot (Gravel). Bids for gravel were received from Colville Valley Concrete and Mike Naff (attached hereto and made a part of these minutes). Following discussion, a motion was made and seconded to accept the bid from Colville Valley Concrete for \$1,242.78. Motion carried.
- 2<sup>nd</sup> & Main Lot (Signage). Bids for signage were received from Colville Sign Company and Mike Somerlott (attached hereto and made a part of these minutes). There was some discussion regarding the design and wording for the sign. It was a consensus to have the sign state “Public Parking – Courtesy of Colville Downtown Merchants” in blue and white. Following discussion, a motion was made and seconded to accept the bid from the Colville Sign Company for \$161.40. Motion carried.

It was suggested by the Commissioners that new signs be installed at all of the public parking lots. This will be a future agenda item.

- 2<sup>nd</sup> & Main Lot (Parking Bumper). A bid for 10 parking bumpers was received from Colville Valley Concrete (attached hereto and made a part of these minutes). Following discussion, a motion was made and seconded to accept the bid from Colville Valley Concrete for \$344.32. Motion carried.

### OTHER BUSINESS

Brian Wear brought up the lack of maintenance of Heritage Court adjacent to his business. As a result of discussion which followed the Commissioners indicated an interest in taking over the management and maintenance of Heritage Court. It was felt if the Court were opened up and cleaned up the potential is there to have more events. Ryke Dahlen and Jim Lapinski were asked to look into the legalities and Mike Birch offered to bring this issue up at a City Council meeting.

### ADJOURNMENT

As there was no further business, on a motion and a second the meeting was adjourned.