



**CITY OF MANITOU SPRINGS
PARKING AUTHORITY BOARD
MEETING MINUTES
Friday, January 14, 2011 @ 8:00 am**

I. CALL TO ORDER and ELECTION OF OFFICERS

A Regular meeting of the Manitou Springs Parking Authority Board was held Friday, January 14, 2011 in Council Chambers @ 606 Manitou Avenue. Chairman St.Cloud called the meeting to order at 8:08 am. The following were in attendance:

PRESENT: Board Member LISA QUINTANA (arrived @ 8:14 am)
Vice Chair JAY ROHRER
Chairman PHILIP "VAL" ST.CLOUD
Board Member SPENCER WREN
Board Member NEAL YOWELL

ABSENT: None

STAFF: Michelle Anthony, City Planner
Kari Kilroy, Planning Assistant
Matt French, Lead Parking Enforcement Officer

GUESTS: Councilman Matt Carpenter
Clint & Laura Hensley (Poppyseed & Trippin' Troll)

ITEM 1. ELECTION OF CHAIR

MOTION: Mr. Yowell moved to nominate Mr. St.Cloud as Chair.

SECOND: Mr. Wren seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 4-0 (Ms. Quintana was not yet seated).

ITEM 2. ELECTION OF VICE CHAIR

MOTION: Mr. St.Cloud moved to nominate Mr. Rohrer as Vice Chair.

SECOND: Mr. Wren seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 4-0 (Ms. Quintana was not yet seated).

ITEM 3. ELECTION OF TREASURER/FINANCE LIAISON

MOTION: Mr. St.Cloud moved to nominate Mr. Yowell as Treasurer/Finance Liaison.

SECOND: Mr. Rohrer seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 4-0 (Ms. Quintana was not yet seated).

II. APPROVAL OF MINUTES

ITEM 1. November 19, 2010

MOTION: Mr. Wren moved to approve the November 19, 2010 minutes as submitted.

SECOND: Vice Chair Rohrer seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 4-0 (Ms. Quintana was not yet seated).

Ms. Quintana arrived and was seated at 8:14 am.

ITEM 2. December 17, 2010

MOTION: Vice Chair Rohrer moved to approve the December 17, 2010 minutes as submitted.

SECOND: Ms. Quintana seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 3-0 (Mr. Wren and Mr. Yowell abstained).

III. APPROVAL OF 2011 MEETING SCHEDULE

Chairman St.Cloud addressed the issue saying that he understood the reason (Mr. Yowell's work schedule) but he was uncomfortable with the meetings not being on a regular set day. He also mentioned that he would not be at the February 11, 2011 meeting.

Ms. Anthony explained that the 2011 meeting schedule was not inconsistent with what the Board had been doing and also mentioned that it skipped around to avoid conflicts with the URA meetings.

Mr. Wren said that he did not see a problem and made a motion.

MOTION: Mr. Wren moved to approve the 2011 Meeting Schedule as submitted.

SECOND: Vice Chair Rohrer seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 5-0.

IV. UPDATES

- **Parking Enforcement Report**

Mr. French stated that although it was cold they were still enforcing and referred to the December 2010 reports. He also explained that they did not enforce during a snowstorm when the yellow curbs and lot numbers were covered.

Mr. French next presented two new "boots" and explained that one was universal, weighed about 30 pounds and cost about \$600. The other was a "Y" boot and more lightweight at 19

pounds and cost about \$75; it was cheaper but only fit smaller cars and would not work on SUVs. Per questions from the Board, Mr. French explained that there were additional charges if the boot was damaged (and the police would get involved), there were currently five vehicles on the boot list, and that the City had a total of three boots. Ms. Anthony explained that the current charge for removing a boot was \$25 but she was in the process of updating the fine to make it about \$100. She also said that people were on the boot list for unpaid tickets. Further discussion ensued regarding booting.

Per Chairman St.Cloud's question, Mr. French said that Dan Stone was working out very well as a Parking Enforcement Officer. He was trained in booting, processes and paperwork. Mr. Stone worked at least one day a week and during events and would work all summer.

Per Mr. Wren's question, Mr. French said that the issue of misunderstandings at the kiosks was not improving. The biggest issue was inserting the credit cards the wrong way. Discussion ensued. Discussion ensued regarding redoing the instruction signs.

Ms. Quintana wondered why the kiosks did not give a receipt. Mr. French, Ms. Anthony and Chairman St.Cloud explained that the paper was expensive and that it resulted in many problems such as jams and maintenance.

Discussion continued.

Per Vice Chair Rohrer's question, Ms. Anthony explained that she was waiting to see what would happen with the Barr Trail parking lot before purchasing another kiosk.

Clint Hensley (Poppyseed) suggested that Mr. French bag the kiosks on snow days until the lots were properly plowed. He was concerned that visitors were getting frustrated at the beginning of their visits.

Discussion ensued.

The consensus of the Board was to cover the kiosks and/or put signs up when parking was not being enforced due to snow, maintenance, etc. The consensus was also to hang the parking spot numbers ASAP.

Chairman St.Cloud asked Mr. Hensley if he had any further issues. Mr. Hensley wanted an update on the loading zone on Canon Avenue and asked if there was any further movement regarding his suggestion for a free parking day.

Chairman St.Cloud confirmed with Mr. Hensley that he had not gone to the Metro Board meeting. Chairman St.Cloud and Ms. Anthony explained that the expectation had been that Mr. Hensley would approach Metro because the PAB could not make City-wide decisions about free parking without Metro's support. Mr. Wren added that he had spoken to Metro Board President Dave Symonds and was told that he did not think that Metro would be amenable to the suggestion.

Ms. Anthony told Mr. Hensley that the bus route had not yet changed so the City was waiting for that before implementing the loading zone on Canon Avenue.

Mr. Hensley then referred to a letter he had received regarding a parking variance. Chairman St.Cloud interrupted to explain that it was not a PAB matter but was a Planning Commission and/or Planning staff issue. Mr. Hensley continued by saying that he felt that the variance entitled him to year-round parking in the Canon lot. Ms. Anthony tried to explain the condition of the variance and suggested that he could park in the Smischny lot year-round. Chairman St.Cloud reiterated that the bottom line was that it was a Planning issue and asked to move on.

- **Board Recruitment**

Discussion ensued.

- **Ordinances – PODs and Dumpsters On-Street; Change to Parking District Area**

Ms. Anthony explained that they had passed on 1st reading and were on the agenda for 2nd reading on January 18, 2011. She discussed changes made to the PODs and Dumpsters On-Street Ordinance based on Council comments. Discussion ensued regarding further changes so that the language was not as vague.

- **Ordinance – Curb Color Designations**

Ms. Anthony explained that it had been sent to the City Attorney to make sure it coordinated with the Uniform Model Traffic Code. She was also checking with Public Works and CDOT. Ms. Anthony said that she would continue to follow-up. Discussion ensued regarding signage.

- **Fines**

Ms. Anthony said that she still needed to get the information to Judge Martin Thrasher. Discussion ensued between Mr. French and Ms. Anthony regarding escalation of tickets and software.

- **Evaluation of Parking Lot East of Downtown (Tajine Alami property)**

Ms. Anthony updated the Board telling them that the RFP was out and that she had already spoken with four or five consultants. Per Chairman St.Cloud's question, Ms. Anthony explained that some of the funding could perhaps come out of what was allotted for the EDC as per Mr. Symond's suggestion. Mr. Wren wondered if the Council was amenable to that suggestion. Councilman Carpenter said that personally he was.

V. **RECOMMENDATION OF ORDINANCE REMOVING CERTAIN SECTIONS OF THE MUNICIPAL CODE REGARDING PARKING AND VIOLATIONS**

Ms. Anthony explained the need for the ordinance. Discussion ensued.

MOTION: Chairman St.Cloud moved to forward the ordinance as suggested by Staff.

SECOND: Mr. Wren seconded the motion.

DISCUSSION: Mr. French commented that he used a portion of the existing ordinance that addressed parking between the lines and was not addressed anywhere else.

Vice Chair Rohrer suggested that the ordinance go forward as written and then address Mr. French's issues with another ordinance.

Mr. and Mrs. Hensley had questions about there being no parking lines on Canon Avenue. Ms. Anthony explained.

Discussion continued.

VOTE: Motion passed, 5-0.

VI. DISCUSSION REGARDING NONAGENDA ITEMS

Councilman Carpenter updated the Board by telling them that he had had no luck with procuring parking spaces for the senior lunch at Manitou Jack's. He suggested waiting to see how many were used as the summer approached and if necessary seek other options, such as the Cliff House.

Discussion ensued regarding upcoming Carnivale. Vice Chair Rohrer wondered if it should be a future agenda item. Ms. Anthony suggested getting parking as part of the special event permitting process. Discussion ensued. Based on comments made by Vice Chair Rohrer, Councilman Carpenter commented that he liked the direction that Vice Chair Rohrer was thinking and that he thought that Police Chief Maryjo Smith would support it. He also felt that more organizations should take more responsibility for their events. Discussion continued.

VII. FUTURE AGENDA ITEMS and SCHEDULE NEXT MEETING

February 11, 2011

VIII. ADJOURNMENT

With no further business to conduct, Chairman St.Cloud adjourned the meeting at 10:02 am.

Minutes prepared and submitted by Kari Kilroy