



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

I. CALL TO ORDER

A Regular meeting of the Manitou Springs Parking Authority Board was held Friday, April 8, 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
Vice Chair JAY ROHRER
Chairman PHILIP "VAL" ST.CLOUD
Board Member SPENCER WREN (seated @ 8:09 am)
Board Member NEAL YOWELL

ABSENT: None.

STAFF: Michelle Anthony, City Planner
Matt French, Lead Parking Enforcement Officer
James Hopkins, MSPD Lieutenant
Dan Folke, Planning Director (arrived @ 8:14 am)
Kari Kilroy, Planning Assistant

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

II. APPROVAL OF MINUTES

ITEM 1. March 25, 2011 Meeting Minutes

Ms. Anthony explained that the March minutes were not yet ready and asked that the item be postponed until the April meeting.

MOTION: Vice Chair Rohrer moved to postpone approval of the minutes.

SECOND: Mr. Yowell seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 4-0 (Mr. Wren was not yet seated).

III. REVIEW OF COUNCIL ACTION

Ms. Anthony told the Board that Mayor Snyder had requested that Ryan Lloyd (Echo Architecture) give Council a presentation regarding the Hiawatha Gardens/Tajine Alami report during the April 19 Council meeting. The presentation would be similar to the one given to the PAB during their March 25 meeting and Ms. Anthony suggested that the Board members who had missed it (Chairman St.Cloud and Mr. Wren) attend the Council meeting, if possible. Vice Chair Rohrer commented that it was a good presentation and Mr. Yowell agreed, adding that it boiled down to money.

Chairman St.Cloud, noting that Lieutenant Hopkins (MSPD) was at the meeting, invited him to update the Board. Lt. Hopkins reported that 22 parking violations had been given out that morning on the 200-300 blocks of Ruxton Avenue and on the 400 block of Winter Street. The military, a chiropractor's group, and several buses contributed to the problem. Lt. Hopkins commented that with the return of nicer weather, we could expect more of this.

Chairman St.Cloud suggested writing a letter to the groups and inviting them to a PAB meeting. Mr. Wren said that he would be happy to write a letter and explain – again – that the Incline was private property.

Mr. Folke arrived @ 8:14 am during the discussion.

Discussion ensued.

Responding to a comment made by Lt. Hopkins, Ms. Anthony said that it was her understanding that the military did not want its personnel using the Incline because of injuries, which is probably why they were not providing busing.

Ms. Anthony suggested leaving a flyer on vehicles explaining the congestion issues and offering suggestions for other parking alternatives.

Discussion ensued.

In response the Chairman St.Cloud's comment, Lt. Hopkins said that he had given the MSPD officers the "okay" to tow if a vehicle was blocking the street.

Councilman Carpenter reminded everyone of the fire ban and fire danger, remarking that emergency vehicles needed to be able to get through.

Lt. Hopkins commented that it had been so bad in the past that tow trucks couldn't get up to remove vehicles.

Chairman St.Cloud, acknowledging Mr. Folke's arrival, asked if he wanted to comment on anything. Mr. Folke replied "no" and the meeting continued.

IV. REVIEW AND RECOMMENDATION OF ORDINANCE ESTABLISHING CURB COLOR DESIGNATIONS

Ms. Anthony presented the item, explaining that she had run it by CDOT. She asked if the Board wanted to move it forward.

Mr. Yowell, citing the blessing of CDOT, suggested moving it forward.

St.Cloud commented that the color green meant “go”. Ms. Anthony explained that green would be in front of City Hall and at the post office and that the curbs would also be signed.

Mr. French wondered if he could ticket for parking over 15 minutes in the green zones. Ms. Anthony said yes and that the violation would be “not in conformance with the posted signage”.

MOTION: Vice Chair Rohrer moved to recommend approval of the Ordinance to Council.

SECOND: Mr. Yowell seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 5-0.

Mr. Yowell wondered when the item would be on Council’s agenda and Ms. Anthony replied April 19 at the earliest.

Discussion ensued regarding the Ordinance and the anticipated impact.

V. DISCUSSION REGARDING “PARKING DIRECTION” PUBLIC MEETING

Ms. Anthony presented the item explaining that Staff needed more guidance and was seeking input on the options that the public would like to see pursued as well as input on funding options.

Vice Chair Rohrer said that the report laid out options costing \$2-\$3 million but with no way to pay for them. He agreed with Ms. Anthony and said that the players who had been involved with the report should be involved again. He also mentioned shuttles, Ruxton management, etc. and said that we should pick something and do it. Vice Chair Rohrer also felt that it would be great to get KezziahWatkins involved and model the process along the same lines as the EDC/Chamber consolidation and the Incline meetings.

Chairman St.Cloud said that we had hired a consultant that had written a report and told us what we needed to do; he was leery to hire another consultant.

Vice Chair Rohrer pointed out that there was a difference in what professionals thought and what the community wanted, adding that the facilitator would give options.

Ms. Anthony pointed out that there was money in the budget to hire a professional and that Staff was not suggesting another study. Mr. Folke characterized it as a facilitated meeting.

Vice Chair Yowell wondered when it would happen? Ms. Anthony explained that she would contact KezziahWatkins and see what they would charge and when they could do it but Staff was hoping for some time before Memorial Day.

Mr. Folke mentioned that Staff would make sure that there was good information for the public to review ahead of time and explained that because there was a lot of information and ideas, Staff was kind of stuck as to where to go next. He thought that the information should summarize present projects/solutions and the hoped-for benefits, for example, increasing parking inventory or increasing revenue, and then talk about funding and be real about it, for example, a ballot issue to raise taxes. Mr. Folke wanted to make sure that the comments were directed to what Staff was trying to decide. He added that they would need to work with the Metro District and the downtown business owners.

Mr. Wren emphasized how much sales tax contributed to the City and that the City was potentially losing [because people couldn't find parking].

Mr. Folke added that the "do nothing" option could also be presented which would be staying with what we do now (enforcement).

Mr. Folke said that the next question was if a facilitator was needed. Staff said "yes" and Mr. Folke said that KezziahWatkins did a good job and was seen as a 3rd party. He felt that the key was to present solutions in a way that was accessible and also to present the information to the public several weeks in advance.

Ms. Anthony thought that it might take a couple of meetings.

Chairman St.Cloud commented that it was difficult to get the public to attend meetings.

Mr. Folke commented that Staff had felt good about the meeting regarding a residential parking program [on Washington Avenue] but some had left with a different perception so he felt that it would be a benefit to have a 3rd party involved.

Mr. Yowell wanted to move forward and wondered if the next step was to get a proposal from KezziahWatkins.

Mr. Wren suggested choosing a date and suggested the week before Memorial Day.

Mr. Folke thought that there could be results by the beginning of June and said that he understood Vice Chair Rohrer's point of getting something in place before the season started.

Ms. Anthony pointed out that if we waiting until after the season we would be in the same situation next year and Vice Chair Rohrer said that if we don't start we will never get anything done.

Mr. Folke also suggested talking about what had been done in the last few years because he felt that the PAB had done good work.

Discussion ensued.

Mr.Yowell again suggested setting a date and moving forward. Chairman St.Cloud and Ms. Anthony reiterated that we needed to contact KezziahWatkins first and lay some groundwork.

Chairman St.Cloud suggested directing Staff to get a proposal from KezziahWatkins, Mr. Wren said by the end of May, if possible, and Mr. Folke said that Staff hoped for a proposal by the end of the next week.

The consensus was to move forward by directing Staff to contact KezziahWatkins.

Mr. Wren proposed discussing installing meters on Manitou Avenue as a sure way to get people to the meeting.

Discussion ensued.

Discussion ensued regarding a recent parking article in the *Independent* where Ms. Anthony and Vice Chair Rohrer were quoted.

Ms. Anthony explained that she would send out a press release regarding the SmartCards without including information about the upcoming "Parking Direction" meeting.

VI. BARR TRAIL PARKING LOT IMPROVEMENTS AND PARKING MANAGEMENT

Mr. Folke presented the item explaining that Public Works Director Bruno Pothier was getting bids to do paving work and maybe a slight expansion on the side where people exited to go to the Incline. He said that Mr. Pothier had done a layout which would require a slight retaining wall, but no major excavation. The biggest issue was a pricing schedule and the necessary equipment; Staff was still searching for a kiosk that would do reverse pricing. Mr. Folke believed that the improvements could be done by Memorial Day and said that the proposed improvement plan and equipment would go to Council during their first meeting in May.

Ms. Anthony also mentioned that Staff would be meeting with an additional parking stakeholder – the Barr Camp caretakers, Board, and users. Mr. Folke explained the background and potential solutions/options, adding that KezziahWatkins would be doing those interviews *gratis*.

Discussion ensued.

Per Mr. Wren's request for comments, Councilman Carpenter said that he would like to see access to the Incline from the Barr Trail lot closed.

Discussion ensued.

Councilman Carpenter mentioned that he personally was not in favor of setting aside specific spots in the Barr Trail lot for specific users.

Ms. Anthony agreed with Councilman Carpenter and explained that upon further thought it was not good to have open spots.

Per a comment made by Chairman St.Cloud, Mr. Folke and Ms. Anthony said that there was a potential parking agreement with Bob Kelly (Iron Springs Chateau).

Mr. Wren suggested putting a person, instead of a kiosk, at the Barr Trail lot and Mr. Folke said that that would be the fallback if the equipment was not found by summer.

Discussion continued regarding parking at the Iron Springs Chateau.

Per Vice Chair Rohrer's question, discussion ensued regarding signage, including the feasibility of interactive signs regarding the availability of parking at the Barr Trail lot.

VII. UPDATES

- **Board Recruitment**

Ms. Anthony explained that this would be a standing item on the agendas and that the two current openings would be included in the SmartCard press release.

- **Letter to Downtown Businesses re: Canon Loading Zone and SmartCards**

Ms. Anthony introduced the item and mentioned that Clint Hensley (BID Board President) was in attendance as Staff's contact for the downtown businesses.

Mr. Hensley asked the Board to reauthorize parking on Canon on both sides for the full length of the street and also said that the merchants had a genuine need for a loading zone, which was currently being done in a fire lane. He felt that the best place was near St. Andrews church and showed pictures as examples of where people were now unloading and his proposal. Mr. Hensley also thought that there was room for one more parking spot in front of the Poppysseed – he thought that there was room for 3 compact spaces.

Chairman St.Cloud commented that the FD might have issues with Mr. Hensley's proposal.

Ms. Anthony said that Staff could talk to Public Works with the understanding that the street just might not be wide enough. There were no more Metro buses stopping on Canon, but there would still be tour buses, etc.

Chairman St.Cloud said that he would favor any addition in the parking inventory and encouraged Ms. Anthony to get with PW.

Mr. Hensley explained to Ms. Anthony that, regarding her letter to the downtown businesses, he didn't understand if the letter regarded parking OR loading or parking AND loading.

Discussion ensued.

Mr. Wren thought that all were in agreement that if we could get more parking, then we should get more parking.

Ms. Anthony asked if parking places should be substituted for loading zones, if PW said that the street was too narrow. She felt that that would be a question to ask the merchants.

Mr. Yowell, regarding parking on only one side, thought that it was easier to parallel park on the right side and asked Mr. Hensley's opinion. Mr. Hensley agreed and then reiterated the need for a loading zone.

- **SmartCards**

Ms. Anthony said that the cards were in and showed an example. She explained that we added stickers to designate the denomination (\$25, \$50, or \$100) and we would send them back to the company (Duncan) for reloading.

- **Parking Enforcement Report**

Mr. French discussed the March 2011 reports, which were in the packet, and reported that the Smischny kiosk had been moved to a better location.

Chairman St.Cloud mentioned that the owner of the property on the west side had complained to him regarding the unintended issue in the Smischny lot of the car windshields reflecting towards his property. There were presently sheets hanging on the fence and Chairman St.Cloud wondered if Metro would help mitigate the issue.

Per a question asked, Mr. French explained that ever since the “to avoid a \$10 late fee pay within 30 days” message was printed on the tickets, people had been paying their fees the same day.

Mr. French continued to answer questions from the Board members.

Per Vice Chair Rohrer’s question, Mr. French reported that his biggest complaint was that there were not enough signs to inform people of when and where to park.

Ms. Anthony commented that there needed to be a happy medium between enough information and every space having a sign.

Vice Chair Rohrer pointed out that the point of enforcement wasn’t to generate revenue but to make things better. He wondered what else could be done and suggested that Mr. French write down recommendations.

Ms. Anthony explained that Mr. French was already doing that.

Vice Chair Rohrer said that he had recommended before to require a parking plan for events. Mr. French said that the big problem on those days was the lots and that a good solution would be a parking attendant who could explain how to pay and where to park. It was his advice to have a volunteer (or paid staff) in each lot. Mr. French said that people want communication and they wanted to be read the instructions.

Councilman Carpenter suggested cash only on those days.

Ms. Anthony asked Councilman Carpenter for information on what the Marathon organizers did and said she would put it on the next agenda.

Mr. Folke mentioned, per the new City Administrator’s request, that he was putting together a list of issues and he was putting special events at the top of that list. He also said that the Board’s input would be helpful.

Discussion ensued regarding the need for better management of special events.

VIII. DISCUSSION REGARDING NONAGENDA ITEMS

Councilman Carpenter asked the Board to take Ms. Kilroy's up on her request to take a look at the PAB and Parking Program webpages and give her suggestions for improvements.

IX. FUTURE AGENDA ITEMS and SCHEDULE NEXT MEETING

- Ordinances – Boot Regulations; Requiring Parking “Between the Lines”
- Next meeting: May 13, 2011

X. ADJOURNMENT

With no further business to conduct, Chairman St.Cloud adjourned the meeting at 9:57 am.

Minutes prepared and submitted by Kari Kilroy