



**CITY OF MANITOU SPRINGS  
PARKING AUTHORITY BOARD  
MEETING MINUTES  
Friday, May 6, 2011 @ 8:00 am**

**I. CALL TO ORDER**

A Regular meeting of the Manitou Springs Parking Authority Board was held on Friday, May 6, 2011 in Council Chambers @ 606 Manitou Avenue. Chairman St.Cloud called the meeting to order at 8:15 a.m. The following were in attendance:

**PRESENT:** Board Member LISA QUINTANA  
Vice Chair JAY ROHRER  
Chairman PHILIP "VAL" ST.CLOUD  
Board Member SPENCER WREN

**ABSENT:** Board Member NEAL YOWELL (excused)

**STAFF:** Michelle Anthony, City Planner  
Matt French, Lead Parking Enforcement Officer  
Jack Benson, City Administrator  
Dan Folke, Planning Director (arrived @ 8:21 a.m. and left after Item III)  
Kari Kilroy, Planning Assistant

**GUESTS:** Councilman Matt Carpenter  
Tweed Kezziah (KezziahWatkins)  
Susan Watkins (KezziahWatkins)  
Roger Armstrong  
Marjorie White

*Jack Benson (City Administrator), who started working with the City on May 2, introduced himself and told the Board a little about his background. Chairman St.Cloud welcomed Mr. Benson and introduced himself and had the other Board members introduce themselves to Mr. Benson. Chairman St.Cloud then updated Mr. Benson as to the history of the PAB and parking in Manitou Springs.*

**II. APPROVAL OF MINUTES**

**ITEM 1. March 25, 2011 Meeting Minutes**

**MOTION:** Vice Chair Rohrer moved to approve the minutes as presented.

**SECOND:** Ms. Quintana seconded the motion.

**DISCUSSION:** There was no discussion.

**VOTE:** Motion passed, 2-0 (Chairman St.Cloud and Mr. Wren abstained).

## **ITEM 2. April 8, 2011 Meeting Minutes**

**MOTION:** Mr. Wren moved to approve the minutes as presented.

**SECOND:** Vice Chair Rohrer seconded the motion.

**DISCUSSION:** There was no discussion.

**VOTE:** Motion passed, 4-0.

## **III. DISCUSSION REGARDING “PARKING SOLUTIONS” PUBLIC MEETING WITH FACILITATORS**

Ms. Anthony introduced the item explaining that Staff was looking for consensus and direction from the community of where to move regarding parking.

Susan Watkins (KezziahWatkins) handed out a copy of and then reviewed the proposed process saying that they wanted to make sure that the Board was comfortable with the plan before they moved forward. Ms. Watkins said that they envisioned a 3-step process: (1) Administer a website survey to determine the community’s perspectives and hold Potluck #1 to determine confirmation of the parking challenges and have the community set the guiding principles; (2) Hold Potluck #2 to narrow the focus and start talking about possible solutions, costs, trade-offs, and impacts; and (3) Document and report the results.

Discussion ensued regarding dates of the potlucks. The consensus was to move forward with the proposed dates even though all of the Board members would not be available for all of the dates.

Chairman St.Cloud pointed out the challenge to get public participation. Ms. Watkins agreed and said that they were working closely with Mr. Folke and Ms. Anthony to advertise aggressively.

Vice Chair Rohrer wondered who would speak for the visitors? Ms. Watkins suggested iManitou and hoped that others would as well. Ms. Anthony suggested a specific piece in the Gazette geared towards visitors. Vice Chair Rohrer suggested a “man on the street” the weekend before to target visitors. Ms. Quintana said that she could ask people in her store. Ms. Watkins suggested ½-page handout and Mr. Wren suggested giving the handout to Mr. French for distribution. Mr. French mentioned that a lot of people go up to the Colorado Custard Company window for directions, etc. because it’s right on the street. Patsy’s was also mentioned.

Tweed Kezziah (KezziahWatkins) asked the Board if there were any decisions that would be irresponsible to put on the table; in other words, what were the “givens”?

Discussion ensued regarding the proposed process with the following identified as the “givens”:

- Process – comment welcome from all
- Balance between local residents’ and visitors’ needs to develop a comprehensive, phased approach plan
- Solutions must not jeopardize public safety per local ordinances
- Status quo related to parking conditions was not an acceptable option

*Mr. Folke, Ms. Watkins, and Ms. Kezziah left the meeting at this time.*

**IV. DISCUSSION REGARDING EVENT PARKING PLANNING AND MANAGEMENT**

Ms. Anthony introduced the item referring to information in the packet contributed by Councilman Carpenter and gathered by Staff regarding the Barr Trail Mountain Race, Garden of the Gods 10 Mile Run, current Manitou Springs application for parade/race, and Colorado Springs special event permit application. She also mentioned that there were links to other examples and explained that the meeting today was to present the information and start talking about ideas and things that the Board would like to see. Ms. Anthony mentioned that MSPD Chief Maryjo Smith was working on a checklist which would be sent to the Board as soon as it was completed. Staff's hope was that the result would be updated permitting information, including the process. Ms. Anthony finished by telling the Board that the MSPD was currently doing a lot of the event public notification and Staff felt pretty strongly that the event coordinators should be doing that.

Mr. Wren said that it was a great idea and should be required for every special event. Vice Chair Rohrer suggested including a timeline of when information would need to be sent out. Chairman St.Cloud felt that each event should have people dedicated to on-street staffing during the event.

Discussion ensued.

Chairman St.Cloud asked Staff to keep the Board updated and Ms. Anthony indicated that she would.

**V. UPDATES**

• **Board Recruitment**

Ms. Anthony said that Chairman St.Cloud had previously mentioned the two Board openings and referred to Marjorie White who was in attendance and who had indicated that she was interested in being a member of the PAB and had a letter to give to the City Clerk.

• **Parking Colors Designation Ordinance**

Ms. Anthony told the Board that the Ordinance had been approved by Council on 1<sup>st</sup> reading and that the public hearing was scheduled for May 17.

• **Canon Loading Zone**

Ms. Anthony and Brad Walters (Streets Foreman) had reassessed Canon Avenue and had reconfirmed that it was just not wide enough for parking on both sides as had been requested by Clint Hensley (Poppyseed). Discussion ensued regarding possible locations for a loading zone. Ms. Anthony would discuss the suggested locations with Public Works.

• **SmartCards**

Ms. Anthony updated the Board as to the status of the program, saying that six had been sold to date. She also said that the biggest problem was that the permit holders were not understanding that their permits were not valid in the Canon and Wichita lots May-September.

• **Barr Trail Improvements and Fee**

Ms. Anthony reported that the lot had been paved, striped, and reoriented going from about 30 parking spaces to a total of 40. She passed out pictures of the improvements taken by Councilman Carpenter and said that she was going to order a kiosk on Monday (May 9).

Discussion ensued regarding the development of new social trails and mitigation possibilities.

- **Parking Enforcement Report**

Ms. Anthony reported that there were two open positions for summer help that would close on May 16 and that Mr. French was researching more professional uniform options.

Chairman St.Cloud remarked that he wished that they had PAB financial information and requested it for the next meeting. He also thought that the Board should revert back to an enterprise fund.

Vice Chair Rohrer asked Mr. French when the kiosks had originally been installed. Mr. French replied June 2010. Vice Chair Rohrer and Mr. Wren indicated that they would be looking forward to a year report.

## **VI. DISCUSSION REGARDING NONAGENDA ITEMS**

Marjorie White, 144 Ruxton Avenue, had a complaint about not being able to stop at a yellow curb for loading herself and her wheelchair into a vehicle. What could she do when she wanted to get out? Was Silver Key going to be able to stop there?

Per Chairman St.Cloud's invitation, Mr. French explained that Colorado State Law allowed no stopping or standing of any kind at a yellow curb. Manitou Springs had an exception for FedEx and UPS trucks if they stopped, walked up to the house to drop off the box, and got right back in their trucks and as long as it wouldn't block traffic.

Per Chairman St.Cloud's question, Mr. French explained what had occurred in Mrs. White's situation, including that the owner of the car (her son) had actually been in the yard moving lumber and had been stopped for a long period of time; traffic had backed up and an accident almost occurred.

Mrs. White said that she had contacted the Colorado State Rights organization and was told that she had rights for accommodation. Mr. Benson agreed with Mrs. White's statement.

Chairman St.Cloud agreed that accommodations could be made, but felt that the stopping should be ala minute; in other words, her ride should come when she was ready to go and be stopped for only a short while.

Discussion ensued.

Mr. French and Ms. Anthony indicated that they were working on the issue with MSPD Chief Maryjo Smith.

Mrs. Smith said that her impetus to come to the meeting was her own situation and to make sure that the Board kept elderly and handicapped people in mind. She also hoped that it wouldn't take forever for a solution to her situation.

Chairman St.Cloud encouraged Mrs. White to give her letter to the City Clerk and thanked her for coming to the meeting.

**VII. FUTURE AGENDA ITEMS and SCHEDULE NEXT MEETING**

- Ordinances – Boot Regulations; Requiring Parking “Between the Lines”
- Next meeting: June 3, 2011 (Mr. Wren indicated that he would be out of town.)

**VIII. ADJOURNMENT**

With no further business to conduct, Chairman St.Cloud adjourned the meeting at 10:05 a.m.

*Minutes prepared and submitted by Kari Kilroy*