



**CITY OF MANITOU SPRINGS
PARKING AUTHORITY BOARD
MEETING MINUTES
Friday, August 12, 2011 @ 8:00 am**

I. CALL TO ORDER

A Regular meeting of the Manitou Springs Parking Authority Board was held on Friday, August 12, 2011 in Council Chambers @ 606 Manitou Avenue. Chairman St.Cloud called the meeting to order at 8:02 a.m. The following were in attendance:

PRESENT: Board Member CURT HEIMSOTH
Board Member LISA QUINTANA
Vice Chair JAY ROHRER
Chairman PHILLIP “VAL” ST.CLOUD
Board Member SPENCER WREN
Board Member NEAL YOWELL

ABSENT: Board Member MARJORIE WHITE (excused)

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

GUESTS: Council Liaison Coreen Toll
Councilman Matt Carpenter
Johnny Johnson, 141 Spencer Avenue (*doing environmental science project*)
Astrid (*owner, Barker House*)

• **Welcome new Board Member and Discussion Regarding Assignment of Affiliation of Members**

Per Chairman St.Cloud’s direction, Board members and guests introduced themselves.

Discussion ensued regarding Board member affiliations. Mr. Heimsoth pointed out that he had had a Manitou Springs business license when it was required for rentals, that he paid property tax, and that he felt that he represented a constituency. But he also said that he would go with whatever the Board decided. Discussion continued.

MOTION: Mr. Wren moved to approve the Board member affiliations (business/resident/unaffiliated) as they were.

SECOND: Vice Chair Rohrer seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 6-0.

II. APPROVAL OF MINUTES

ITEM 1. July 15, 2011 Meeting Minutes

MOTION: Mr. Yowell moved to approve the minutes as presented.

SECOND: Mr. Wren seconded the motion.

DISCUSSION: There was no discussion.

VOTE: Motion passed, 3-0 (Mr. Heimsoth abstained because he was not yet a Board member during the July 15 meeting; Ms. Quintana and Vice Chair Rohrer abstained because they were not at the July 15 meeting).

III. DISCUSSION AND RECOMMENDATION REGARDING PARKING CONSULTANT SCOPE OF WORK

Since the item was given to the Board at the last minute, Ms. Anthony asked them to review her draft and give feedback via email.

Vice Chair Rohrer had questions about the budget, Mr. Heimsoth wondered if more clarity was needed regarding “obtain neighborhood input”, and Councilwoman Toll asked where the RFP would be advertised.

IV. EVENT PARKING PLANNING AND MANAGEMENT

Ms. Anthony introduced the item and said that she was looking for what was missing, resources, and providing examples (notices, maps). She also pointed out that this was not the last and final draft by any means.

Mr. Miller wondered if there had been any discussion about the involvement of designated driver programs. How would it be handled if a car was left behind? Would they be penalized with a parking ticket? Discussion ensued.

Councilwoman Toll relayed that Julia Wright (Commonwheel) wondered if the City could provide reusable signs (ex: “Event Parking Turn Here”). Mr. Wren thought that it was a good idea and suggested requiring a \$100 returnable deposit. Mr. Miller commented that it would help standardize the parking.

Mr. Heimsoth suggested that at some point some of the revenues go into secondary costs, such as the infrastructure, not just directly into the Police department or signage, for example. Discussion ensued.

Astrid (Barker House) had concerns about the lack of parking for Barker House residents saying that the town had 19th century parking.

Vice Chair Rohrer suggested requiring information from the event coordinators regarding what kind of signage they would provide during the event – the “operational” details.

Mr. Miller suggested providing parking options to the event organizers.

Chairman St.Cloud also wanted to add where people could *not* park.

Discussion ensued regarding parking on Washington Avenue off of Highway 24 and on Serpentine Drive.

Discussion ensued regarding the event organizers' abilities to provide signage in terms of budget. Mr. Miller pointed out that other communities put together a "Master Parking Management Plan" and met with event organizers. He felt that it was important for the City to be in control of how the parking was managed. Mr. Wren pointed out that Carnivale and the Coffin Races were the City's biggest events but that they had the least money – how were they going to pay for shuttles, etc.? Mr. Miller commented that we didn't want to run events out of town. He suggested approaching the bar owners and explaining that we were saturated. He also stressed quality over quantity and said that it was a great problem to have; we just needed to manage it.

Councilwoman Toll felt that it was important to communicate that we were not looking to make money from parking and Councilman Carpenter asked the Board to keep in mind the idea of not penalizing success – keep the balance. Mr. Heimsoth also pointed out that the residents shouldn't be penalized either and felt that a parking program could bring in revenues to help manage some of the issues.

Chairman St.Cloud pointed out that charging for parking at the Barr Trail lot was not a money-making operation to gouge people; it was simply to manage the parking. Ms. Anthony said that managing parking was not about a "cash cow" it was about how to make the City sustainable. Mr. Wren said that [a parking plan] should improve the quality of life and, for him, the downtown had deteriorated because it was too difficult to get there.

Mr. Yowell pointed out that residents knew that events brought money to town and it was something that they just accepted; during events and during the busy summer they would just drive the back way in and out.

Vice Chair Rohrer asked Ms. Anthony when a 2nd version of the draft would be available and she said during the next meeting (September). She also asked Mr. Miller if they could meet and he agreed.

Astrid and Johnny Johnson suggested asking tourists for 25¢ donations. Mr. Yowell said that while it sounded like a good idea, historically asking for donations didn't result in very much money. He used the donation box at Barr Trail as an example.

Councilwoman Toll wondered if the size of the event made a difference. Ms. Anthony agreed and said that "small" needed to be quantified. Under 100? Under 50? She also believed that there must be other communities who had done this already. Several people suggested contacting Telluride, Frisco, or Estes Park as comparable communities. Mr. Wren felt that Breckenridge was not a comparable community because they had plenty of parking.

Mr. Miller pointed out that part of the issue was that the downtown improvements were not yet completed. The end point was not intended to be at Ruxton – the downtown needed to be elongated as far as possible which would relieve some of the circulation issues.

Mr. Wren suggested looking at seasonality – a wedding of 100 in February was quite different from a wedding of 100 in July.

Councilwoman Toll confirmed with Ms. Anthony that she would like additional comments emailed to her.

Councilman Carpenter pointed out that park rental fees were paid for private events so he suggested checking where current fees were already going.

Discussion continued regarding satellite parking and a possible impact fee.

V. UPDATES

- **Barr Trail Parking Lot – Meter Installation; Aisle Direction Signage**
- **Parking Enforcement Report**

Mr. French reported that the Barr Trail parking lot kiosk was up and working. Ms. Anthony added that lighting (for security purposes) would be added within the next month. Discussion ensued regarding the Barr Trail lot signage and the new pedestrian lane on Ruxton.

Discussion turned to the July notices (tickets) and parking lot reports which had been provided in the packets.

Regarding the Canon lot, Mr. French suggested that instead of moving the kiosk they should switch the entrance and exit back to how they had been originally (the entrance just past the Poppyseed). Mr. French and Ms. Anthony explained that there was not much space for the kiosk at the current exit (right next to the Arcade). Ms. Anthony suggested moving the kiosk to the center of the lot under the street light and said that Public Works was planning to put up signs saying to “Pay before Leaving” the lot. Mr. Miller pointed out that the current sign was difficult to see and said that most lots had a 2’x3’ sign saying “PAY HERE”. Discussion ensued.

Discussion returned to the exit/entrance of the Canon lot and moving the kiosk to the center of the lot.

Discussion ensued regarding the social trail from the Barr Trail lot to the Incline.

- **Development of Downtown Motorcycle Parking Spaces**

Per the discussion, Mr. Miller said that he would talk to Bruno Pothier (Public Works Director) regarding adding the “t” bars to the parking spaces.

VI. DISCUSSION REGARDING NONAGENDA ITEMS

Mr. Wren reported that some progress had been made with CSU regarding trading parking spaces.

Chairman St.Cloud reiterated that “Public Parking” meant FREE to most people.

Mr. Yowell suggested that the Prospect lot needed to be revisited because it was empty most of the time (because it was permit only) and should be generating money.

VII. FUTURE AGENDA ITEMS and SCHEDULE NEXT MEETING

- Next meeting: September 9, 2011
- Ordinances – Boot Regulations; Requiring Parking “Between the Lines” – Ms. Anthony explained that they probably wouldn’t get to the boot regulations until summer was over and that the “t” bars were needed in order to move forward on parking between the lines. She was also working on the center lane parking issue.
- Mr. Heimsoth suggested an item regarding funding for signage.

VIII. ADJOURNMENT

With no further business to conduct, Chairman St.Cloud adjourned the meeting at 10:01 a.m.

Minutes prepared and submitted by Kari Kilroy