



**PARKING AUTHORITY BOARD
REGULAR MEETING MINUTES
Tuesday, June 28, 2016**

I. CALL TO ORDER and INTRODUCTION OF GUESTS

A regular meeting of the Manitou Springs Parking Authority Board was held on Tuesday, June 28, 2016, in Council Chambers @ 606 Manitou Avenue. Chair Koerner called the meeting to order at 8:34 am. The following were in attendance:

PRESENT: Board Member JAY BEETON
Vice Chair NEALE MINCH
Board Member JOY PORTER
Board Member SUSAN WOLBRUECK
Chair BILL KOERNER

ABSENT: None

STAFF: Michelle Anthony, Senior Planner
Karen Berchtold, Planner
Sherri Johnson, Planning Technician
Neal Yowell, SP+ Facility Manager
Leslie Lewis, Chamber of Commerce Director

GUESTS: Todd Frisbee
Bob Todd, Council Liaison
Joy Vernon, Event Planner
Ron Elgin
Joe Leung, SP+
Andy Amidon, SP+
Karole Campbell, Madwoman Marketing (arrived at 9:30)

The members and audience introduced themselves.

II. APPROVAL OF MINUTES

ITEM 1. May 24, 2016

MOTION:

Board Member Porter moved to approve the May minutes as submitted.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-0.

III. PUBLIC COMMENT ON NONAGENDA ITEMS

There was no public comment on nonagenda items

AMENDMENT OF AGENDA:

MOTION:

Board Member Wolbrueck moved to add an agenda item under Old Business to discuss changing the name of the board.

SECOND:

Board Member Porter seconded the motion

DISCUSSION

There was no discussion.

VOTE:

Motion passed, 5-0.

IV. OLD BUSINESS

ITEM 2. Board Name Change

The members discussed renaming the board as had been talked about previously.

Chairperson Koerner stated he would like to change the name to the Transportation and Parking Board and suggested forwarding a recommendation to Council.

Board Member Wolbrueck agreed with taking the word "Authority" out and putting "Transportation" in the name of the board.

Board Member Minch said at the recent Boards & Commissioners training, with the exception of the Planning Commission, boards felt similarly concerning the lack of authority and understanding of their role. Mr. Minch recalled the PAB discussion at the board retreat last year. There was an action item for the City Attorney to draw up language to change the scope of the board, but this had not yet come forward.

Ms. Anthony stated she had not seen the Attorney's recommendations, either. She further recommended that the change to how board member vacancies are filled by City Council, as was incorporated into all the other board and commission codes, be added to this revision as well.

City Administrator Jason Wells stated he had the draft from the attorney, but had not yet forwarded it on and felt it would be a good foundation to start with for amendments to the Board's scope and function.

Board Member Porter wanted the board's "authority" in writing in terms of what that meant specific to it.

MOTION:

Board Member Beeton moved to recommend the name change to the "Transportation and Parking Board" to City Council, noting the update to how vacancy appointments are done consistent with other boards and commissions be incorporated.

SECOND:

Board Member Minch seconded the motion

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-0.

V. NEW BUSINESS

ITEM 3. Request for Use of Parking Spaces in Barr Trail Lot – Barr Trail Mountain Race (July 17) Pikes Peak Marathon and Ascent, Applicant

Ron Ilgen stated the Pikes Peak Marathon and Barr Trail Mountain Race had merged. Mr. Ilgen explained the route and asked the board to allow the race to finish in the Barr Trail Parking Lot. Mr. Ilgen said he would like to shut down the whole lot, but they realistically needed a few spaces for people to finish and get refreshments.

Chairperson Koerner asked if they would be putting their medical response team in this location. Mr. Ilgen said they would still use the power plant lot for staging the medical team. The spaces in the lot would be for the finish line itself.

Mr. Leung, SP+ Regional Manager, suggested a minimum number of spaces be permitted, with any number over that required to pay for the spaces. Mr. Leung said he could put together a proposal for this kind of use at the next meeting.

Board Member Wolbrueck stated that would make it easier to make a recommendation for how to accommodate this type of use to the City Council.

There was discussion by the members as to how many spaces they should allow.

MOTION:

Board Member Beeton moved to approve the reservation of up to 10 spaces on July 17, 2016 from 7:00am -10:00am for the Barr Trail Mountain Race.

SECOND:

Board Member Minch seconded the motion.

DISCUSSION:

The Board advised Mr. Ilgen to get with Facility Manager Neal Yowell to make the specific arrangements for coning off spaces, etc.

VOTE:

Motion passed, 5-0

ITEM 4. Presentation and Discussion Regarding Transportation Element in Plan Manitou – Todd Frisbee of Felsburg, Holt and Ullevig, Inc.

Planner Karen Berchtold introduced herself and Todd Frisbee. Ms. Berchtold gave a brief update about Plan Manitou noting there would be a community meeting where draft goals would be presented. Ms. Berchtold hoped to send a link to the survey soon and said input from boards and commissions would be valuable.

Chairperson Koerner wanted to know the difference between a Vision Plan and a Comprehensive Plan. Ms. Berchtold replied the City did not have elements of a Comprehensive Plan, such as a future land use map, in the Vision Plan and explained the difference between a future land use map and a zoning map. Ms. Berchtold said the land use map was an important guiding document. She stated the Vision Plan was not data driven, as was the case with a Master, or Comprehensive Plan.

Senior Planner Michelle Anthony added the City never had what would technically be considered a Master Plan and what was in place did not have the elements required by State law. Ms. Anthony noted this was the City's first, real comprehensive plan.

Board Member Minch said Plan Manitou was meant to have real direction and measureable outcomes.

Mr. Frisbee discussed the transportation maps. Daily traffic volumes count all vehicles going both ways for one or two days. Mr. Frisbee said there was not vast fluctuation in traffic data for major arterials. In 2040, traffic would have a projected increase of 20%, which was based on population estimates.

Chairperson Koerner asked if the estimates included Highway 24 going to three lanes in either direction. Mr. Frisbee said the model included only funded improvements scheduled to happen by 2040. Mr. Frisbee said widening Highway 24 through Manitou Springs was not currently funded. Mr. Frisbee stated he retrieved data from 2003 to 2014 and there was almost no growth in traffic on Highway 24.

Board Member Beeton said he found it impossible to believe traffic growth had been flat for the last 10 years considering the legalization of the Incline, etc.

Board Member Minch said there was a two-year recovery time after the floods and fire and fully expected the 2015 numbers will be higher.

Board Member Wolbrueck reminded the board in 2008 the economy bottomed out. She also thought managed parking had changed the dynamics because the streets were previously lined with employees and business owners. Now there was turnover of parking spaces and additional crosswalks in the downtown, so more friction causing perceived congestion. People could breeze through town before managed parking; the volume is the same over the course of the day but it acted differently.

Mr. Frisbee said the summer traffic on Ruxton was 6000 cars per day. This was a new count for 2016. When the Incline was closed previously for repair, the numbers were 1300 per day.

Board Member Minch mentioned a study done in 2015 by the Friends of the Incline, noting that was not as precise as a counter. Mr. Frisbee said they would be getting both weekday and weekend counts.

Ms. Anthony suggested a count at the end of the week before the Incline closure would give a non-holiday, high summer capacity.

Mr. Frisbee discussed transit maps, noting the shuttle had seasonal hours but ran year round. There was a map showing bicycle routes and pedestrian facilities. He indicated there were bike lanes planned on the east side of Manitou Avenue up to the Highway interchange. Mr. Frisbee said one of the goals was to make the community more mobile by establishing bike route, which sometimes took away parking.

Chairperson Koerner thought El Paso as a more bike friendly route than Manitou Avenue.

Ms. Berchtold asked Ms. Anthony how bikes were to be brought into downtown. Ms. Anthony said the decision had been made not to include bike lanes downtown and the CreekWalk Trail was to serve as the bikeway.

Board Member Mr. Beeton asked if there was a plan to include a bike lane up Ruxton once the power lines came down. Ms. Berchtold did not know if this would be a future improvement; the intention of this meeting was to handout data and update the board, but the master plan would not get into that level of detail. Ms. Berchtold asked the board to forward any comments to her.

ITEM 5. Introduction of City Event Coordinator Joy Vernon and Discussion of Special Event Parking Management

Joy Vernon introduced herself to the board and outlined her work on events, saying it had previously been spread out between several people and she hoped to put the process together in a cohesive manner. She wanted parking to be a little less of a pain for her and the applicants, and asked who approved event parking plans.

Ms. Anthony responded that had been done at the staff level and there was a need for policies and procedures to help guide those decisions and requirements. She mentioned the event use policy in place for the Hiawatha Lot. Ms. Anthony stated applicants did not have a clear idea of what information or planning was required.

VI. OTHER BUSINESS

ITEM 6. Presentation on the State of Parking – Joe Leung, SP+ Regional Manager

Mr. Leung reviewed the Powerpoint presentation he had given previously to the City Council on the current state of the parking program with the Commission.

ITEM 7. LotSpot Alternatives

Mr. Joe Leung said SP+ was working with four companies on getting proposals for parking space availability identification. He stated everything being looked at would work with apps and simple signage.

Board Member Wolbrueck left the meeting at 10:55am.

Board Member Minch confirmed the scope would include all the City's lots and asked if the Cog and Iron Springs Chateau would be included as well.

Chairperson Koerner said that the Cog and Iron Springs Chateau had to be included.

Board Member Minch said he was talking inventory, not compelling participation.

Board Member Porter suggested how things were phrased was important and needed to be positive as there had been some hard feelings on the part of those business owners.

The board discussed the possibility of renting portable message signage for the summer. SP+ indicated it could undertake this effort.

MOTION:

Board Member Minch moved to recommend approval for electronic variable message signage, the number to be determined by SP+, who would handle the programming, maintenance, cost (to be billed to the City) and schedule for their usage.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 4-0.

VII. UPDATES

- 2-hour parking 1st Block of Ruxton
Ms. Anthony said this would go to Council that evening for first reading tonight.
- Bike Racks (Council approval not necessary; proceeding with funding requests)
This does not have to go to council and will be done administratively.\
- Shuttle Operations
Ms. Anthony brought information regarding the numbers stating there is enormous growth
- Hiawatha Gardens
There was no update regarding this item.
- Incline Management Committee Minutes
There are minutes in the packet.
- Parking Management Report
- Financial Report

VIII. FUTURE AGENDA ITEMS

- Ordinance 0316 Regarding Permits for Dumpsters and Pods (Referred back for amendments and review of Fee Schedule)
- Ordinance Adopting Traffic Engineer Regulations (@ City Attorney)
- RFP for Ticket Collection Services
- Initial Draft of Operating Procedures Document (@ City Attorney)
- Initial Draft Changes to the Parking Authority Board Section in the Municipal Code
- Worksession on Long-Range Parking Planning
- Downtown or Near Downtown Resident Parking Study (Long-Range and Continuing)
- Downtown Employee Parking Study (Long-Range)
- Scope for Transit Planning RFP

IX. ADJOURNMENT

Hearing no futher business, Chair Koerner adjourned the meeting at 11:45