



**PARKING AUTHORITY BOARD
REGULAR MEETING MINUTES
Tuesday, August 23, 2016**

I. CALL TO ORDER and INTRODUCTION OF GUESTS

A regular meeting of the Manitou Springs Parking Authority Board was held on Tuesday, August 23, 2016, in Council Chambers @ 606 Manitou Avenue. Chair Koerner called the meeting to order at 8:33am. The following were in attendance:

- PRESENT:** Board Member JAY BEETON
Vice Chair NEALE MINCH
Board Member JOY PORTER
Chair BILL KOERNER
- ABSENT:** Board Member SUSAN WOLBRUECK
- STAFF:** Michelle Anthony, Senior Planner
Sherri Johnson, Planning Technician
Neal Yowell, SP+ Facility Manager
Andy Amidon, SP+
Joe Leung, SP+ Regional Manager
- GUESTS:** Bob Todd, City Council Liaison
Karole Campbell, MadWoman Marketing.

II. APPROVAL OF MINUTES

ITEM 1. July 26, 2016

Approval of the July minutes was postponed to the September meeting.

III. PUBLIC COMMENT ON NONAGENDA ITEMS

There was no public comment on nonagenda items.

Some board members noted the change in traffic, parking and noise along Ruxton since the closure of the Incline for repairs.

Council Liaison Todd gave a quick report his informal discussions regarding the 2 hour limit to parking on lower Ruxton, noting that the merchants had given very positive feedback. They were very happy about the change and indicated it had increased their business.

IV. OLD BUSINESS

ITEM 2. Ordinance 0316 - Permits for Dumpsters and Pods On-Street - Referred Back from City Council for Amendments and Review of Fee Schedule

Senior Planner Michelle Anthony presented the memo dated August 17, 2016. There was discussion regarding how long someone could be able to have a dumpster or POD on-street.

Board Member Porter asked how someone would screen a dumpster or POD from public view. Ms. Anthony replied that was only required for more permanent placements on private property, noting that fencing is frequently used.

Board Member Minch asked about the difference between a dumpster and POD in terms of length of time it could be placed. Ms. Anthony said roll-off dumpsters generally in place for longer than a POD.

Board Member Wolbrueck suggested doubling the cost for a permit during the on-season.

Board Member Minch suggested a price for a 15 day permit and another different charge for a 30 day permit regardless of whether it was for a POD or Dumpster.

Joe Leung, SP+, stated in Denver when someone placed a pod or dumpster in a parking space, they had to pay the daily rate for that space for as long it was in use as this took parking spots out of inventory.

Ms. Anthony stated there was a balance between accounting for some lost revenue, but not discouraging construction or remodeling.

Parking Manager Neal Yowell asked for a clause in the code that would allow for emergencies. Andy Amidon, SP+ stated the City would be justified to charge the daily parking rate, but could also give a discount for these activities.

The board asked Staff to put together a fee proposal based on the discussion at the meeting and bring it back for consideration at the September meeting.

MOTION:

Board Member Minch moved to postpone this item until September to allow Staff to present a fee proposal.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 4-0.

V. NEW BUSINESS

Chair Koerner moved Item 5 regarding the Board Retreat, to the next item to be discussed.

ITEM 5. Discussion Regarding Board Retreat

Ms. Anthony explained the desire to have the board discuss items with budget implications before the City was too deep into the budget.

Board Member Minch suggested having the retreat in October. Discussion ensued regarding timing and both long-term parking planning and more short-term, 2017 budget items.

Ms. Anthony suggested if a date for the full board could not be determined, then perhaps a budget subcommittee could be formed.

Council Liaison Todd left the meeting at 9:20am.

The board agreed to have a 2017 Budget Worksession on Friday, September 16 at 8:30am and a full retreat would be scheduled at a date later in the year.

ITEM 3. Presentation and Recommendation to City Council Regarding Parking Identification Vendors – Joe Leung, SP+ Regional Manager

ITEM 4. Presentation and Recommendation on Development and Management of Manitou Springs Parking/Transportation/Mobility Website – Joe Leung, SP+ Regional Manager

The board agreed it made sense for Mr. Leung to present information on both agenda items concurrently.

Mr. Leung presented a PowerPoint and introduced the Denver-based Parkifi as the company SP+ recommended out of three he had obtained proposals from to implement a parking space identification system for the City. Mr. Leung reviewed the Parkifi system which used small detectors embedded in each parking space to track whether the space was available or not. These communicated in real time with an app parkers could access and determine where open spaces were located. The Parkifi system would interact with the existing parking enforcement system and would benefit parking inventory management. A sign or signs would also be installed at appropriate locations notifying the travelling public of space availability at specific locations as well.

The board discussed including the Iron Spring Chateau and Cog Railroad in the budget for implementation. Staff suggested the City might not be willing to pay for installation on private properties, but agreed a budget item would allow for discussion with both Council and those property owners.

The board and staff recommended changes to the example sign displayed by Mr. Leung regarding simplifying the messages and how availability would be conveyed (red and green lights, not by digital reader board). There was also discussion regarding potential placement of four to five signs.

Mr. Leung presented information on the proposal to put together a more interactive and information website for the City's parking program, noting that this could contain information on the board itself, the shuttle system, the parking system – including online permitting – and even trails and biking information to be truly multi-modal.

The board was very supportive of both the Parking ID system and the development and management of the website. Mr. Leung was asked to update the costs for the 2017 Parking Budget.

VI. OTHER BUSINESS

The board asked Ms. Anthony to check on what was being done by Public Services with the trees on the Hiawatha property and update them by email.

VII. UPDATES

- Ordinance Changing Board Name and Updating Vacancy Appointment Procedures
- Ruxton Management Recommendations
- 2-hour parking 1st Block of Ruxton
- Shuttle Operations
- Hiawatha Gardens

Staff provided a brief update regarding the property, noting the HPC was holding a public meeting September 15 in order to make a recommendation to City Council regarding it being a historic property and if it should be renovated. Board Member Minch stated the HPC, of which he is the Chair, wanted to be sure all the stakeholders and interested parties get the information on the building and the meeting and invited PAB members to attend.

- Incline Management Committee Minutes
- Parking Management Report
- Financial Report

VIII. FUTURE AGENDA ITEMS

- Ordinance Adopting Traffic Engineer Regulations (Review City Attorney Document)
- RFP for Ticket Collection Services
- Draft of Operating Procedures Document (Review City Attorney Document)
- Initial Draft Changes to the Board's Scope and Powers and Duties
- Work session 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 further business before the board, Chair Koerner adjourned the meeting at 10:53am.