



**PARKING AUTHORITY BOARD
REGULAR MEETING MINUTES
Tuesday, January 17, 2017**

I. CALL TO ORDER and ELECTION OF OFFICERS

A regular meeting of the Manitou Springs Parking Authority Board was held on Tuesday, January 17, 2017, in the Fire Department Meeting Room @ 620 Manitou Avenue. Chairman Koerner called the meeting to order at 8:34am. The following were in attendance:

PRESENT: Chair BILL KOERNER
Board Member JAY BEETON
Vice Chair NEALE MINCH
Board Member JOY PORTER
Board Member SUSAN WOLBRUECK (arrived at 8:39am)

ABSENT: None

STAFF: Michelle Anthony, Senior Planner
Matt Edmonstone, SP+ Facility Manager
Adam Healey, SP+ Parking Enforcement Officer

GUESTS: Council Liaison Becky Elder

ITEM 1. Election of Chair

NOMINATION:

Board Member Porter nominated Bill Koerner to continue as Chair.

SECOND:

Board Member Minch seconded the nomination.

DISCUSSION:

There were no further nominations or discussion regarding the nomination on the table.

ELECTION:

Approved, 3-0. (Chair Koerner abstained from the vote.)

ITEM 2. Election of Vice Chair

NOMINATION:

Board Member Beeton nominated Neale Minch to continue as Vice Chair.

SECOND:

Board Member Porter seconded the nomination.

DISCUSSION:

There were no further nominations and no discussion regarding the nomination on the table.

ELECTION:

Approved, 3-0. (Board member Minch abstained from the vote.)

ITEM 3. Election of Treasurer

Ms. Anthony explained the Parking Authority Board section in the Municipal Code provided for a Treasurer position. However, the board had never elected that officer. The code was written when the Board was intended to become an Authority, which it had not, so a separate Treasurer had not been needed.

MOTION:

Board Member Porter moved to eliminate the Treasurer as a board officer when the PAB code section was revised.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 4-0.

II. APPROVAL OF MINUTES

ITEM 4. December 27, 2016

MOTION:

Board Member Beeton moved to approve the December Minutes as presented.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 4-0.

Board Member Wolbrueck arrived at this point in the meeting.

III. PUBLIC COMMENT ON NONAGENDA ITEMS

There were no members of the general public present. Chairman Koerner asked the board and SP+ personnel present to introduce themselves.

Board Member Minch noted the appointment of L'Aura Montgomery Williams to the board was on the Council agenda for that evening. Chairman Koerner noted Ms. Williams and her husband had a jewelry store in the 700 block and she was a local activist, so would be a good addition to the board.

IV. OLD BUSINESS

ITEM 5. Review of Data and Merchant Feedback for Recommendation to City Council Regarding Continuation of 2-Hour Parking Restriction in the First Block of Ruxton Avenue

Ms. Anthony presented the Staff memo dated January 11, 2017, and noted she had received no further feedback from the merchants in the area since the memo was written.

Board Member Minch remarked the board should look at what happened before the 2 hour parking was in effect in regard to sales tax collections – the area had been significantly down compared to the same time in 2016. He noted the performance was worse on Ruxton than in Manitou Springs as a whole and felt businesses had a point. There had been a variable increase after the two hour parking was implemented in July, August and September. Board Member Minch noted Manitou Springs retail had been flat this last summer, so the Ruxton businesses had seen a 20% increase in August.

Board Member Porter noted the businesses' perception of benefit was important as well.

Board Member Wolbrueck stated this might be the tip of a larger issue with the impact of the Incline on Downtown and wondered when this discussion was going to be before City Council. Ms. Anthony indicated once the board made a recommendation, then she would need to request the item be scheduled, so didn't have a date for consideration.

Board Member Beeton noted sales tax in 2015 exceeded 2016 until the Incline closed for repairs. He said that didn't refute data, but gave it another twist.

Board Member Minch stated this area was a small sliver of the downtown overall and was unique. He indicated he would share some data on the Incline later in the meeting.

Council Liaison Elder asked if she should report on the Board's action to Council. Ms. Anthony noted this would need to be on a Council agenda, so Ms. Elder could say something informally, but the item would still have to be discussed formally.

Chairman Koerner stated he agreed with the points made by the other board members regarding the apparent effect of the two hour parking on this area.

Board Member Wolbrueck stated internet shopping was having tremendous impacts on brick and mortar retail nationally and she would not be surprised if this was also being felt at the state, and even local, levels.

MOTION:

Board Member Minch moved to recommend to City Council the 2-hour parking restriction in the first block of Ruxton Avenue be made permanent with the rationale that prior to the limit the businesses in this area reported poor performance and after the limit was imposed they reported, and the sales tax indicated, improved performance.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-0.

V. NEW BUSINESS

ITEM 6. Information on Restriction of Board Members to Manitou Springs Residents – Where in City Regulation was This Located; Process for Change; City Attorney’s Advise

Ms. Anthony presented the Staff memo dated January 12, 2017, regarding the code-related restrictions on board members being residents of the City. She noted she had not sought the input of the City Attorney pending discussion at this meeting.

Chairman Koerner noted “friends” of the board or nonresidents interested in the parking program could not vote, but that didn’t mean they could not participate. Ms. Anthony stated she made that point at the last meeting and felt it was important to communicate.

Board Member Wolbrueck stated she had come to seven or eight meetings before joining the board and had offered to meet with Manitou Avenue residents or business owners, but had not gotten any response. She felt it was important to keep putting the message out that people are welcome to participate at meetings, or to contact her and she would be happy to bring issues to the board. Board Member Wolbrueck suggested the Chamber and the BID be asked to appointment representatives to the board.

Board Member Porter stated it was understandable why this restriction existed as the community needed to be careful about nonresidents making decisions in the community.

Board Member Beeton also supported asking the business community for representatives who would bring issues to the board and communicate back to other business interests what was actually happening.

Board Member Wolbrueck stated residents bring a perspective non-residents may not have.

Board Member Ported stated the City is more than Ruxton or Manitou Avenue, and those interests also needed to be balanced and considered.

Board Member Wolbrueck stated the Chamber Board should be asked for a liaison to the PAB. Ms. Anthony stated the BID Board should be asked as well.

Parking Authority Board members asked Ms. Anthony to contact Chamber Director Leslie Lewis and ask her to request appointment of liaisons to the PAB from both those boards.

Board Member Minch asked what board members thought the percent of nonresident business owners was. It was estimated at 75-80% based on no data.

VI. OTHER BUSINESS

ITEM 7. Discussion and Response to City Council Regarding Parking-Related Items on Hiawatha Gardens Property

Ms. Anthony reported she had left this item on the agenda because she wanted to make sure all the comments had been captured, as she had not received any further information from board members following the last meeting.

Chairman Koerner noted he and Board Member Minch had met the previous day with the Mayor and another Council member to ensure the working group was producing the information Council was looking for.

Board Member Minch noted follow-up with SP+ regarding information requested on additional parking lot layouts. Chairman Koerner had called representatives and had not gotten responses.

Mr. Edmonstone stated he would follow-up on this and understood the City was looking for three layouts and he would have this by the end of January. He noted ADA parking might need to be moved, as he recalled some mention of that. Ms. Anthony noted ADA parking needed to be close to the bus stops.

Chairman Koerner stated he would send his edits to the information produced by Ms. Anthony for the last meeting to board members by email for a consensus.

Board Member Minch stated the board should discuss a revenue stream for the cost of Hiawatha – should the parking be free all the time; should there be a charge for event usage; what are the different options available, and what might be raised in regard to revenue.

Board Member Porter stated it was tough to talk about charging for Hiawatha parking.

Board Member Beeton stated this related to his comments in previous meetings that the board needed guideposts – where did the City want to position itself regarding the issues of quality of life vs. net revenue and where were those lines to be drawn.

Chairman Koerner stated the effort to buy Hiawatha was to create a place where hikers could park and take the pressure off the downtown and Ruxton.

Board Member Wolbrueck also noted Hiawatha provided a place for employees and shop owners to park, leaving on-street parking for customers and this was extremely important for downtown merchants. On-street needed turnover and business parking was pushed out of the RPP areas to restore quality of life for those residents, so employees and owners needed somewhere to park. Board Member Wolbrueck stated, however, there might be some place for gaining revenue during events.

Board Member Porter stated when the Hiawatha was purchased, the community did not know the value of the building and there also needed to be a balance between parking and quality of life in that regard.

Chairman Koerner stated discussion with the Metro District was needed about its plans for parking expansion. He stated regarding the event scenario, this should not be accommodated during the summer.

Board Member Minch indicated he didn't disagree with any of the comments, but felt the board needed to have a formal discussion regarding the issue.

Ms. Anthony noted there could be other options for revenue besides charging for the parking in the Hiawatha lot.

Chairman Koerner stated there were also other options for expansion of parking, or free parking, such as up on Higginbotham Flats the City should look at.

Board Member Wolbrueck asked if the shuttle could be reorganized to accommodate another location. Ms. Anthony replied that was possible, but she wasn't sure about additional costs, and Higginbotham was not the easiest location to provide parking.

Board Member Minch stated he wasn't sure event parking revenue would even be worth the effort. Board Member Wolbrueck agreed.

Council Liaison Elder suggested there was plenty of area for parking on the east end of Manitou Avenue and the PAB should talk with the URA about this.

The Board agreed it should be in contact with both the Metro and URA Boards.

Board Member Beeton asked if the City knew what its current and needed capacity was. Ms. Anthony replied it did not.

Board Member Beeton asked how could the board plan if we didn't know what we needed and the Incline was the wild card in regard to parking capacity planning. He stated the City needed a capacity study with management of the Incline.

Chairman Koerner stated the capacity of the Incline was close to infinite at 3,000 people per day. He remarked the conversation regarding managing the numbers of people on the Incline would emerge as the

third phase of the repairs and improvements were done. Chairman Koerner was positive Colorado Springs would be able to charge and control the number of persons allowed per day.

Board Member Beeton stated the Hiawatha building might also serve as a processing center for people who were authorized to hike the Incline.

Board Member Minch stated the Board had asked for funding for a capacity study and it was not funded by Council. He suggested the Board request funding again at mid-year so capital planning could be done.

Board Member Beeton stated this would allow for catering to hikers, businesses – basically cars - in a way that made sense.

Board Member Porter noted the Barr Lot meter covered by the red bag made parkers think the lot is free because they aren't reading the signs.

Board Member Wolbrueck stated a citizen had suggested “artistic” covers. Mr. Edmonstone noted the bags are folded and stored when not in use, so any applied artwork would have to withstand this. Also, the idea of the red color was so the meters were identifiable and to advise, in the Ruxton area, parking was not allowed without a permit. He was concerned artistic camouflage would not allow function.

Ms. Anthony suggested, in regard to the Barr Lot, the meter could be removed.

Mr. Edmonstone also suggested placing one large sign in the lot might work better than the current, several smaller signs.

Ms. Anthony noted a larger sign would not be made by Public Services and suggested she coordinate with SP+ to get new signage in the Barr Lot, and potentially in the Hiawatha and other lots as well.

ITEM 8. Discussion Regarding the Future of Our Parking System Worksession on January 24, 2017 with City Council

Board Member Wolbrueck stated she hoped all the members would attend next week's Council worksession.

Board Member Beeton stated he had to take his daughter to the airport in Denver and would try to get back to attend some of the worksession, but would not be there at the start of the meeting.

Board Member Wolbrueck asked if there was going to be a staff presentation. Ms. Anthony indicated she had not been told this was expected, so she had no presentation planned.

Board Member Minch offered the board needed to speak about what it wanted and needed from the Council. He noted Plan Manitou called for formation of an improvement district to fund parking.

Board Member Wolbrueck wondered what the revenue split would be if the Incline started charging; it was important to understand the capacity and the ability for the City to pay for improvements. She indicated parking could not be the only policy controlling the Incline.

Chairman Koerner stated he felt it was important to include in the Council packets what parking management needs to do, how are we going to do what is wanted and what is realistic.

Board Member Wolbrueck stated the BID raised about \$55,000 annually from its district and more than ½ went to keeping the downtown clean and snow removal. She stated the BID should also be a partner in parking. She suggested the BID and Metro work together regarding increasing the capacity at the Wichita lot and what if BID members could get a space in the lot and then purchase passes for additional spaces.

It was noted the PAB and Metro would be having a joint meeting on February 1st and suggested anyone who could not attend should send comments.

Board Member Wolbrueck suggested she would start going to the monthly Metro Board meetings and the new board member, Ms. Williams, might also be interested as a downtown business owner in attending.

Chairman Koerner stated both boards needed to work together and coordinate. He asked if Staff could provide the Metro's financials to the PAB. Staff agreed to follow-up on that. He also asked if SP+ representatives were attending the Metro board meetings, and could they specifically attend the February 1st meeting. Mr. Edmonstone indicated he would speak with Dane Lyon about this and noted SP+ representatives would be at the January 24 Council Worksession.

Board Member Minch asked the board what it wanted out of the Council Worksession.

It was suggested input on the issue of going to two hours downtown might be helpful.

Board Member Wolbrueck suggested looking at a one hour limit up to 10am, 10am to 6pm a two hour limit, and after 6pm a three hour limit.

PEO Adam Healey suggested that scenario was too confusing – keep the system as simple as possible so people could understand it and the PEOs could enforce it.

Board Member Beeton suggested the board needed to re-examine the parking system and determine what was working, what was not, and what should be changed.

Board Member Wolbrueck stated it would be helpful to get misconceptions cleared up regarding SP+ keeping all the parking revenue (which it does not) and that the kiosks belong to them (which they do not, they are the City's).

Mr. Edmonstone stated lots of facts needed to be disseminated to combat misinformation and rumor.

Chairman Koerner asked if SP+ could help get information out.

Board Member Minch suggested putting out a simple Profit and Loss review – overall parking revenue, SP+ payment for services and costs, the Shuttle costs, and then the remaining revenue.

PEO Healey stated parking needed to be defended and facts presented by the City.

Board Member Wolbrueck stated the value of having SP+ operating the parking system needed to be stated. They are far more knowledgeable regarding management than if the City was just trying to operate and the City should highlight this and clear up misconceptions.

It was suggested board members send Ms. Anthony bullet points for producing a fact sheet.

Board Member Beeton suggested the way to get the word out was to have the parking website. He stated the board needed to be vigilant in requesting this funding and hoped it would be provided by mid-year.

Council Liaison Elder stated she needed to leave the meeting at this time to go to another appoint. She did want to leave the board with the thought automobile ownership was trending down and they needed to be looking at what was going to happen with parking and capacity needs in the future in light of this. She also felt Hiawatha GARDENS should have significant landscaping.

Board Member Minch restated the items he had heard mentioned in regard to the January 24 Worksession:

- a Profit and Loss Summary
- 2017 objectives
 - evaluation of downtown parking
 - a capacity study
 - website
 - bike days
 - working with the BID and the Metro Boards on a consolidated approach to parking
- the Incline needed to be managed by other methods than just parking
- creation of a fact sheet to help combat misinformation, express SP+ value to the community and what has been done in terms of implementing the previous parking goals

PEO Healey remarked he was stunned to see the lack of management of the Incline.

Chairman Koerner stated the board needed representation at the Incline Management meetings. He and Board Member Beeton agreed to attend those meetings on a rotating basis.

It was suggested to hire someone at \$10 an hour to be a Greeter at the base of the Incline and more information was needed on websites.

VII. UPDATES

- February 1, 2017, 4pm – Joint Meeting of PAB/Metro Board
Ms. Anthony reminded the board of this meeting.

- Status of Overnight Parking on Manitou Avenue
Ms. Anthony noted she had not had the time to take up discussion regarding this with the Police Chief and Public Services.
- Ordinance Changing Board Name and Updating Vacancy Appointment Procedures
Ms. Anthony noted this item has been postponed until after January 24, 2017, City Council Worksession
- Shuttle Operations
Report provided in the Board packet.
- Hiawatha Gardens
No update as this item had been discussed earlier in the meeting.
- Incline Management Committee Minutes
There had not been a meeting the previous month, so no Minutes were provided.
- SP+ Parking Management Report
 - a. Barr Lot Reservation System
Mr. Edmonstone reported there had been 128 reservations in the Barr Lot since the system started. PEO Healey noted the lot was usually empty now. Mr. Minch advised 600 cars parked in the lot in December 2015 and over 700 in January 2015.
 - b. Information on Parking Time Limits in Other Communities
No information was available on this yet.
 - c. Report on Capability in Parking System/Equipment to Track Time Limited Parking
Mr. Edmonstone reported the meters would not hold license plate information once the paid period expired, so there was no way to keep people from paying again after the initial two hours. The PEOs would be using the electronic chalk feature in the citation handhelds so they could track if someone was there more than two hours.
- Financial Report

VIII. FUTURE AGENDA ITEMS

The board asked discussion regarding the issue of mobile users extending parking via cell phone at the lower rate be placed on a future agenda. It was noted this might involve both ParkMobile and Digital.

Chamber Director Leslie Lewis arrived at this point in the meeting and noted the survey of downtown businesses was going out that week and she hoped to have results in quickly.

IX. ADJOURNMENT

Hearing no further business before the Board, Chairman Koerner adjourned the meeting at 10:52am.