



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, March 28, 2017**

I. CALL TO ORDER and APPROVAL OF AGENDA

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, March 28, 2017, in Council Chambers, 606 Manitou Avenue. Chairman Koerner called the meeting to order at 8:30am. The following were in attendance:

- PRESENT:** Chair BILL KOERNER
Board Member JAY BEETON
Vice Chair NEALE MINCH (left @ 11:15am)
Board Member SUSAN WOLBRUECK
Board Member L'AURA WILLIAMS
Board Member VALERIE ROSENKRANTZ
- ABSENT:** Board Member JOY PORTER (excused)
- STAFF:** Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager (arrived @ 8:42am)
- GUESTS:** Council Liaison Becky Elder (left @ 9:11am)
Lisa Quintana, Chamber Board Liaison

Chairman Koerner asked everyone present to introduce themselves. The Board welcomed Valerie Rosenkrantz to her first meeting as a member.

Chairman Koerner recommended changing the order of the agenda, taking items in the following order after Approval of Minutes and Public Comment on Nonagenda Items: #4, #5, #6, #2, #3 and then #7 remains as published on the current agenda.

II. APPROVAL OF MINUTES

ITEM 1. February 28, 2017

MOTION:

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

SECOND:

Board Member Minch seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0. (Board Member Rosenkrantz abstained, as she was not yet on the board in February.)

III. PUBLIC COMMENT ON NONAGENDA ITEMS

Council Liaison Elder indicated she was going to request she be appointed liaison to another board, as she was not able to make the morning board meetings due to her work and family commitments. She wanted the board to know about this and expressed the change was not because she did not want to be the liaison to the Transportation and Parking Board, but due to her scheduling issues.

Dane Lyons arrived at this point in the meeting.

V. NEW BUSINESS

ITEM 2. Discussion and Recommendation Regarding Unscheduled “Free Parking” Days

Senior Planner Michelle Anthony presented the Staff Memo dated March 23, 2017, and noted the discussion regarding the Chamber Survey and any recommended actions may affect any proposal for free parking and suggested this discussion be delayed until after other action were determined.

Board Member Williams asked about reinstating the three-hour free parking. Ms. Anthony indicated that was not the topic of this item, but free parking days overall. She suggested that discussion was part of the response to the Chamber survey.

Board Member Wolbrueck asked if SP+ could provide examples of free parking days in other communities. Mr. Lyons advised free parking days were usually offered during times of low-demand, so not on holidays or weekends. However, he noted Manitou Springs frequently managed its program differently than what the industry standard would indicate.

Board Member Williams stated any free parking days or periods should be scheduled ahead of time so she and other merchants could promote to their customers.

MOTION:

Board Member Minch moved to postpone discussion regarding this item to the April meeting.

SECOND:

Board Member Williams seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

VI. OTHER BUSINESS

ITEM 3. Discussion and Direction Regarding Planning for 2017 Bicycle Promotion Days

Ms. Anthony presented the Staff Memo dated March 23, 2017.

Council Liaison Elder suggested enlisting the assistance of the City's Event Planner Joy Williams with any bicycle promotion days.

Board Member Beeton recommended Manitou Springs coordinate with the Colorado Springs bike event in June noting they had more infrastructure for promotion; given it was almost April, it would be unlikely Manitou Springs could pull off an event in May.

Board Member Williams noted the national Bike to Work Day was in May and wondered why Colorado Springs did this in June. Other board members expressed this was likely due to weather.

Board Member Wolbrueck noted any bike event planning later in the year should include Natalie Johnson at the MAC.

Ms. Anthony suggested the second event be during a Third Friday ArtWalk in the fall, perhaps September 15.

Board Member Rosenkrantz suggested contacting the Buffalo Lodge about sponsoring or participating in this event planning as it was now a "bike resort".

SP+ Manager Ms. Johnson remarked an event during the summer would encounter traffic conflicts and would likely need to be outside of the downtown or maybe not on Manitou Avenue. She also suggested potentially holding a Bike to Breakfast event.

Board Member Minch noted the Staff Memo requested some board volunteers to help with planning.

Board Member Rosenkrantz volunteered to work with Staff on this event and stated it was a good opportunity to educate bike riders in this area.

Chairman Koerner noted El Paso Blvd. was formerly designated as a bicycle route but the signs had disappeared. He suggested coming up with a map showing where the best bike routes are in Manitou Springs and incorporate this into a brochure and/or a webpage.

Board Member Williams suggested the Buffalo Lodge might already be doing something like this for their guests.

Board Member Wolbrueck also volunteered to work on the Fall bike event.

Chairman Koerner indicated he would check with people at his work to see if any help could be offered to this effort. He noted there was a lot of interest in promoting biking in underserved neighborhoods.

Board Member Williams suggested maybe biking to coffee shops and getting merchants involved.

Board Member Beeton noted the Incline might be closed at the time the Fall event would occur, so there might be some opportunity to tap into the pent-up recreation desires and potentially less traffic in areas such as Ruxton.

Ms. Anthony noted she would add this as a standing report item on the monthly board agenda.

Board Member Rosenkrantz noted she had not gotten emails sent to the board and Ms. Anthony suggested they check to see what address the Planning Department had, as she knew she had added Board Member Rosenkrantz to her contacts list.

ITEM 4. Discussion Regarding Request for Designated On-Street Parking in 600 Block of Manitou Avenue for Police or Other City Employees

Ms. Anthony presented the Staff Memo dated March 23, 2017.

Board Member Beeton asked if City Staff were parking in the Hiawatha Lot. Ms. Anthony replied there were times people parked over there, and in the 500 block of Manitou Avenue and along El Paso. She added when there were many visitors in town, Staff parking could get pushed farther away.

Council Liaison Elder stated her understanding was there were conflicts between day and night staff at City Hall with parking availability and concerns with safety.

Board Member Wolbrueck stated she supported City Staff, but had heartburn with the concept it was not safe for them to park at Hiawatha, but the city was asking servers and downtown employees to walk to and from Hiawatha, many of which were doing so later at night. She did not support taking prime visitor spaces during the summer. She noted Ms. Anthony had made some suggestions in the Staff Memo and she felt the Police Chief or a representative needed to come to the meeting to discuss the issues. Board Member Wolbrueck noted downtown merchants had to deal with the parking situation. She suggested the Congregational Church might be an option for staff parking.

Council Liaison Elder indicated she understood there was concern with cars being vandalized in more remote locations.

Board Member Beeton stated he felt this was looking at creating a policy to address a miniscule risk.

Board Member Williams stated her employees parked at the Hiawatha lot.

Mr. Lyon agreed with Staff about concerns with allocating paid, on-street parking to City employees and setting a precedent for treatment other property owners would want to request.

Chairman Koerner asked Staff to invite the Police Chief and whomever else needed to discuss this topic to the next meeting. Staff agreed to place this discussion on the April agenda and invite the Police Chief.

Council Liaison Elder left the meeting at this time.

Board Member Rosenkrantz asked if there was a map of the parking inventory available that could help explain the issues to the Police Department and others – she also would like to see this herself so she could review for her own education. Staff replied she would provide this information.

Board Member Minch asked if SP+ could provide a layout of the current City Employee lot to assess opportunities for additional spaces. Mr. Lyons stated he could arrange for this.

Board Member Minch also asked Staff to look into the five spaces on El Paso designated for City vehicles and find out why those spaces need to be reserved on the weekends, or if they can be designated at Monday through Friday.

MOTION:

Board Member Minch moved to postpone discussion regarding this item to the April meeting at which time staff will report on restriping of the employee lot, the City vehicle parking on El Paso Blvd., and opportunities for additional parking for City staff and to allow discussion to occur with the Police Chief.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

IV. OLD BUSINESS

ITEM 5. Discussion and Recommendation of Actions in Response to Chamber Survey of Downtown Businesses

Ms. Anthony recommending going through each item in the Staff Memo.

Education and Information –

SP+ Senior Manager Mr. Lyon handed out some information regarding educational materials for both merchants and visitors and he had provided this to the Chamber, but had not yet heard back from Director Lewis. Mr. Lyon noted the simpler the information could be presented, the better.

Board Member Rosenkrantz noted this information would also be good for posting on the webpage.

Board Member Wolbrueck asked if information could be attached to the pay stations. Mr. Lyons stated it could.

Board Member Minch suggested if someone received a first time warning or a ticket, it might be good to provide the visitor information as well.

Chairman Koerner stated the information should be on the website.

Board Member Minch noted the parking website was an unfunded budget request and there was some discussions occurring about a website strategy for the City that would include the Chamber as well.

Board Member Wolbrueck asked what happened with the City Council approval for this. Council had indicated they supported funding the website and the parking ID system at the Worksession in January, but then denied the funding request when it was presented to them at a regular meeting. Ms. Anthony noted the Council decided it was premature to implement the Parking ID because of the potential decking of the Wichita Parking Lot. Councilman Hodges did not support implementation in the Wichita Lot and then having to redo the installation when the garage was constructed. She also advised concerning the website, some Councilmembers had indicated they felt the cost was too high and there was also some planning ongoing for changing the current City website. She noted she had offered to seek a cost estimate from the City's current web company to obtain a site per the specifications SP+ had offered in order to compare costs.

Board Member Rosenkrantz suggested City Council might not understand the requested site could be seamless with the City's current site.

Board Member Beeton remarked what the City currently had seemed to be a template or "website in a box" and the functionality of this was limited.

Chairman Koerner suggested the board recommend to City Council parking proceeds should go to fund a functional, interactive website and this should be a separate motion.

Board Member Rosenkrantz noted the emphasis on the request should be the website is necessary to make the parking program friendlier and to address the related public information needs.

MOTION:

Board Member Rosenkrantz moved to forward a recommendation the City Council fund a parking and transportation website as previously requested by the board in order to address the public information needs and make the parking program friendlier.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-1. Board Member Minch stated he felt the board was spinning its wheels with this approach.

Chairman Koerner asked if Board Member Rosenkrantz would work with Staff regarding presenting the website request. Board Member Rosenkrantz stated she would. Chairman Koerner stated this action at least kept the issue before Council, even if the request did not go anywhere.

Chairman Koerner asked who did the City's website. Ms. Anthony replied several staff were able to post things like agendas and packets and make minor changes to established pages. The City Clerk's office was

responsible for more major alterations and oversight of the City's website. The City did have a company who created the site and could provide support for things beyond staff capabilities.

Board Member Wolbrueck stated she supported having a polished and professional site maintained by SP+.

Elementary School Parking Lot –

Ms. Anthony reported she had reached out to the Elementary School Principal and the Superintendent of the District but had not yet heard back. She would continue to seek contact and make arrangements for the use of the lot by downtown employees over the summer.

Board Member Williams noted some downtown employees were already using the school lot.

The board asked about using the Congregational Church lot. Ms. Anthony stated the church lot would require more coordination because the church did not shut down for the summer and may not know from week to week what its needs might be. Therefore, this was a possibility, but she wanted to concentrate on the Elementary School first.

RPP Areas -

Ms. Johnson reported the PEO's had been observing parking patterns in the RPPs and she did not find there was really much capacity for outside permit in any of the areas. The indicated lower Ruxton really had no capacity to allow permits. There were 8-10 spots on Grand Avenue near the Post Office that seemed to be available much of the time, but there was no turnaround on Grand so there was an issue with allowing parking for employees or residents outside the area. Ms. Johnson found there was potential capacity in the Duclo RPP for 4-10 permits, but she noted this observation was not during the summer. Last summer, particularly when Summit Ministries added their large, seasonal workforce, there was no capacity.

Board Member Williams noted Duclo had empty spots during the daytime.

Board Member Wolbrueck reminded the board when the RPP study on Duclo was done, the calculation showed a deficit of 55 parking spaces for this area. She suggested allowing permit parking could create an enforcement situation the City might not want to take on and the RPP designation had allowed residents to find parking and even have friends over to visit. She noted she provided parking for friends at her property who frequently came to shop and dine downtown.

Ms. Johnson stated she did not recommend opening any of the RPP areas to permit parking at this time, but she would continue to monitor the usage.

Board Member Williams stated residents on Manitou Avenue had no place to park and this burdened the landlords. Her tenants wanted to park on Duclo.

Board Member Wolbrueck stated Ms. Williams was allowed to double the occupancy of her property on Manitou Avenue with the agreement not to put her tenants parking on the street. Board Member Williams stated she did buy permits for her tenants, but they wanted to park closer to their units.

Board Member Wolbrueck stated the parking structure being planned for the downtown needed to have a residential component.

Board Member Minch asked if residents or employees should be prioritized. Board Member Williams stated she felt residents should be the priority as this was an issue in keeping the residential units rented and parking in the Prospect Lot did not work for many downtown residents.

Board Member Minch noted the Metro Board Minutes needed to be in this board's packets so they could be informed regarding the progress with the parking structure. Ms. Anthony stated those minutes had not been posted for several months, so she had provided what was available previously.

Chairman Koerner stated the Metro Board should be invited to a Transportation and Parking Board meeting to discuss their plans for the Wichita Lot Garage.

SmartCard Program –

Ms. Anthony presented the Staff Memo dated July 22, 2016, from the last discussion regarding SmartCards.

Board Member Minch suggested a SmartCard program begin October 1 so there would be time to obtain \$10 cards to provide to Manitou Springs' residents and install the equipment necessary to provide a 50% discount for residents to refill their cards.

Discussions ensued about the cost of implementing this program. Board members indicated they would like to do this on a trial basis. Staff noted there was minimum purchase, so a small trial was not feasible.

Board Member Beeton asked if ending the pay parking at 6pm addressed at least some of the issue, noting resident demand for free parking might at least be partially associated with eating dinner downtown.

Board Member Rosenkrantz stated she has gotten comments from residents she knows about having to pay for parking downtown and she felt free parking after 6pm was only part of the issue.

Board Member Minch noted breakfast seemed to be more of an issue given the comments in the survey. Board Member Beeton stated there might be too much worry about the Council's reaction to the recommendations; the board needed to propose what it felt was needed.

Board Member Williams asked if businesses could give out SmartCards to customers. Ms. Anthony noted provisions could be made for purchase by businesses for this purpose.

Board Member Rosenkrantz remarked she had a card from San Francisco because she visited there frequently enough it was worth purchasing the SmartCard.

Board Member Minch liked the element of using these for a loyalty program. Board Member Williams stated her business already paid for customers parking and reimbursed customers, so this would add another way to do that.

Board Member Minch stated the rationale for implementing a SmartCard program with free cards and discounts for residents was to:

- Respond to resident complaints
- Implement the ability to help businesses create a customer loyalty program
- Benefits both the City and people purchasing the cards because it reduces the number of small credit card transactions

MOTION:

Board Member Minch moved to recommend implementation of a SmartCard program for the City that:

- provides \$10 pre-loaded cards to residents of Manitou Springs, with the ability for a 50% discount on the reloading of the card
- allows for the purchase by nonresidents of the initially loaded card, with a discount of 25% for the reload of the card

Board Member Minch noted this program would begin October 1, 2017.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

Board Member Wolbrueck asked Mr. Lyon what a typical discount was. Mr. Lyon replied 25%.

Board Member Beeton clarified the 25% discount would be for anyone who wanted to reload a Smart Card and was not a Manitou Springs resident.

Staff noted there would be a \$3 fee for initial purchase of a card, but that was a one-time fee and would not be assessed when reloading the card. Therefore, a \$10 card would cost \$13 initially, but then could be reloaded \$7.50 for each increment of \$10.

VOTE:

Motion passed, 6-0.

Signage -

Mr. Lyon presented information on the sign inventory he had completed and noted SP+ had a sign expert who could be brought in to assess and make a plan for all parking-related signage. He noted Regional Manager Joe Leung was getting a cost for bringing this person in, which would be comprised of the plane fare and food/lodging.

Board Member Wolbrueck asked if lodging properties could be asked to assist with this cost. Ms. Anthony indicated this had been done before.

The board noted the goal was a consistent appearance and language on the signs.

Board Member Rosenkrantz asked how long the sign person would be in town. Mr. Lyon responded three days, at the most. Board Member Rosenkrantz stated she had a guest room and if the stay were this short, she would be glad to host the SP+ employee. She further noted she did not like the large signs at the beginning of the paid parking area stating "Welcome to Manitou Springs – Entering Paid Parking Area". Ms. Anthony replied the signs were installed because of constant complaints people did not know they were in a paid parking area. So the thought was, in addition to the paid parking signs throughout the downtown, having signs at the beginning of the area helped people understand where paid parking started and also assisted the Parking staff with people claiming they didn't know they needed to pay.

The board noted a budget needed to be provided from SP+ for this service so this could be forwarded to City Council for approval.

Chamber Board Liaison Lisa Quintana asked how much revenue paid parking made in 2016. The board noted it was approximately \$800,000. Ms. Quintana questioned why the board did not have funding for this type of effort. Discussion ensued about requesting a dedicated percentage of parking revenue to fund parking planning and improvements.

Board Member Rosenkrantz noted the board got a shot at funding twice a year – during the budget process for the next year and the mid-year adjustment.

Board Member Minch suggested moving on to the items remaining on the list from the Chamber Survey as he was going to have to leave the meeting around 11am.

Ending Paid Parking at 6pm –

Information regarding the potential financial impacts of this change was presented to the board. Ms. Johnson indicated parking after 6pm accounted for about 11% of parking revenue overall and this could result in a \$70-80,000 reduction in annual revenue.

The board noted this could be offset by additional tax revenues generated by more people (residents) coming into the downtown after 6pm and by the goodwill it would generate.

MOTION:

Board Member Rosenkrantz moved to recommend the paid parking end at 6pm year round.

SECOND:

Board Member Beeton seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

It was noted the board would look at whether or not to recommend the three-hour free parking be resumed in the off-season at the June Meeting.

Change Machines –

Ms. Johnson provided information on the cost for new change machines, noting they were quite expensive. All four machines currently in place were broken and they had many issues with the machines breaking down frequently and with vandalism and theft from the machines.

Mr. Lyon stated the machines either needed to be removed or fixed/ replaced as leaving the broken machines as is was not an option. He indicated it would be \$3-4,000 per unit for high-end, more reliable machines.

MOTION:

Board Member Beeton moved to remove the broken change machines, with prior input from the Chamber of Commerce and monitoring/reporting of complaints by the Parking Office to determine whether replacements were warranted.

SECOND:

Board Member Minch seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

Chairman Koerner called for a break at 10:30am. The meeting resumed at 10:36am.

Warning Tickets –

Board Member Minch indicated this was one of the top issues heard from merchants when he was helping gather input for the Chamber Survey. He suggested the increases in tickets 33a and 34b increased because of end of the three-hour free parking and increased enforcement, stating more visitors were getting tickets.

Board Member Wolbrueck asked if there was a difference in nonpayment vs. expired parking. Ms. Anthony indicated her understanding was there was no way to differentiate between the two scenarios.

Ms. Johnson stated a warning ticket would only be issued once a year, not repeatedly.

Board Member Wolbrueck stated she was concerned this would go vital and be overused and people would learn they could park without paying, stay all day and not get a ticket. She asked if the policy would help with the lack of inventory.

Board Member Beeton stated he had little sympathy for people who parked and ignored the requirement to pay. He wondered if new/better signage would help people who would have made a mistake from getting a ticket. He would rather address some of the other issues before considering this policy change.

Board Member Wolbrueck asked SP+ if Manitou Springs was writing more tickets than other communities they managed. SP+ representatives stated the ticket numbers were at or below what their experience in other areas was.

Board Member Minch questioned whether the other municipalities were tourist destinations or regular business areas.

Board Member Wolbrueck stated the data did not show the City was over-ticketing.

The board suggested consistent enforcement policies were needed and asked SP+ to bring these to the next meeting.

Board Member Beeton suggested ensuring enforcement is consistent, then obtaining improved signage, and then seeing if this item still needed to be addressed.

Board Member Williams remarked about the angry blog post she had sent out to other board members by email. Although this was three years old, it still came up at the top of the list on Google. She noted the person had asked for dismissal and was denied.

Discussion regarding this post ensued. It was noted there were responses below the post offering other, reasonable viewpoints and, unfortunately, it was not possible to control social media.

MOTION:

Board Member Rosenkrantz moved to revisit the policy of issuing warnings first for certain violations in six months and the board would review the enforcement policies for consistency at the next meeting.

SECOND:

Board Member Minch seconded the motion.

DISCUSSION:

It was noted implementation of a SmartCard program, ending enforcement at 6pm, and other efforts being proposed by the board such as better signage and more information/education, might mitigate any need for establishing the warning first policy.

VOTE:

Motion passed, 5-1. Board Member Williams stated visitors who get a ticket once are gone and do not return, so she felt this policy should be implemented.

Ms. Quintana stated visitors were not trying to break the rules, they just did not know what the rules were.

Board Member Rosenkrantz asked if board members could participate in the blog post Board Member Williams had brought to their attention. Ms. Anthony stated they were free as individuals to post and comment on anything they liked. She advised they should not do so in any official board role.

Change to 15 minutes free parking –

Board Member Minch stated the survey had indicated 15 minutes was not enough time for people to run errands, grab a coffee, or pick up a purchase downtown. Thirty minutes was recommended.

MOTION:

Board Member Minch moved to recommend the 15 minute up to four times a day be changed to 30 minutes twice a day.

SECOND:

Board Member Williams seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

Ms. Johnson stated she also felt changing the kiosks to allow for shorter increments of paid time, potentially 30 minute increments was a good idea. It was suggested the kiosks be programed to:

- one hour minimum initial increment
- ½ hour increments following the initial one hour

Discussion regarding how to get the word out on all the changes, once approved by Council, ensued. Board Member Wolbrueck offered she and Ms. Anthony had talked to the Chamber Director about a calendar of social media posts regarding parking and the shuttle when they were not featuring events. She offered to follow-up on the progress with this.

Chairman Koerner stated the changes should be rolled out as a package and board members needed to attend the Council meeting where the recommendations would be considered.

Ms. Anthony agreed to email the board when the items were scheduled for Council consideration.

It was noted there was to be some parking discussion at an upcoming Council meeting involved with a Downtown Colorado Incorporated presentation relation to consulting services and an economic development study. Staff and the board members were not aware of this.

V. NEW BUSINESS

ITEM 6. Discussion and Recommendation Regarding Parking Rate Change for Barr Trail Parking Lot Reservation System – SP+ (9:45-9:55am)

Ms. Anthony presented the Staff Memo dated March 28, 2017.

Chairman Koerner asked what the other paid parking lots and on-street parking in the area of the Barr Trail lot were charging.

Board discussion ensued and suggested \$5 per hour was too low; \$10 per hour was feasible and the all-day parking should be \$40. Ms. Anthony noted any increase would not affect Barr Campers as the City had committed to keeping their parking at \$5 all day.

Board Member Minch left at this point in the meeting.

Ms. Johnson reported someone such as an intern or seasonal employee could be placed before the Iron Springs Chateau on Ruxton to help direct parking and traffic. She also reported Cog personnel had told someone to park in the Barr Lot and they did not see the sign about needing a reservation and had gotten a ticket, so better signage was needed. It was noted the sign at Hydro and Ruxton had slid down the pole to the ground, so parkers would not likely see it.

MOTION:

Board Member Beeton moved to recommend the parking rate in the Barr Trail Lot be \$10/hour from 1-4 hours and then \$40/all day, noting Barr campers and hikers going to Barr Camp were provided a discount or refund bringing their parking to \$5 all day.

SECOND:

Board Member Williams seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-0.

VI. OTHER BUSINESS

ITEM 7. Discussion and Direction Regarding Monthly Parking Management Report – SP+ and Neale Minch

The board agreed to discuss this item at the April meeting as Board Member Minch had to leave earlier in the meeting.

VII. UPDATES

- Ordinance Changing Board Name and Updating Vacancy Appointment Procedures – *the Ordinance was approved at Second Reading on March 7*
- Shuttle Operations – *report provided in the board packets*
- Hiawatha Gardens – *At Council Worksession February 28, Council unanimously expressed support for including the property in the Historic District and rehabilitating the building*
- Incline Management Committee Minutes – *none provided, as there had not been a meeting since January. The board asked Ms. Anthony to find out from the Planning Director when regular meetings were going to resume*
- Metro Board Minutes – *Ms. Anthony noted earlier in the meeting recent Minutes had not been posted on the Metro District page on the City's website. She was asked to provide the meeting schedule for the Metro District in the April board packet.*

VIII. FUTURE AGENDA ITEMS

There was no discussion regarding these items listed on the agenda. Board Members Wolbrueck and Williams reported they would not be able to attend the May meeting.

IX. ADJOURNMENT

Hearing no further business before the Board, Chairman Koerner adjourned the meeting at 11:38am.