



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, January 23, 2018**

I. CALL TO ORDER and INTRODUCTIONS

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, January 23, 2018, 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
Vice Chair NEALE MINCH
Board Member JOY PORTER
Board Member VALERIE ROSENKRANTZ (left at 11:30am)
Alternate Board Member ROLF JACOBSON (left at 11:30am)
- ABSENT:** Board Member JAY BEETON
Board Member L'AURA WILLIAMS
- STAFF:** Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager
Joe Leung, SP+ Regional Manager (left at 10:52am)
- GUESTS:** Susan Wolbrueck, Council Liaison
Ken Jaray, Mayor
Natalie Johnson, Creative District and MAC Director
Sherri Johnson, SP+ Parking Manager
Dane Lyon, SP+ Senior Manager
Joe Leung, SP+ Regional Manager
Lisa Quintana, Chamber Board Liaison
Dave Wood, Metro Board Consultant (left the meeting at 10:20am)
Kyle Fenner, Metro Board Consultant (left the meeting at 10:20am)

II. APPROVAL OF AGENDA

Chairman Koerner recommended Items 2 and 3 under New Business be reversed. Board member Minch asked that scheduling the website review under Other Business be discussed earlier if the board didn't get to this item before he had to leave.

III. ELECTION OF OFFICERS

ITEM 1. Chair

NOMINATION:

Board Member Porter nominated Bill Koerner to another term as Chair.

SECOND:

Board Member Rosenkrantz seconded the nomination.

DISCUSSION:

No other nominations were offered

VOTE:

Motion passed, 4-0. (Chairman Koerner abstained from voting.)

ITEM 2. Vice Chair

NOMINATION:

Board Member Rosenkrantz nominated Neale Minch to another term as Vice Chair.

SECOND:

Chairman Koerner seconded the nomination.

DISCUSSION:

No other nominations were offered

VOTE:

Motion passed, 4-0. (Board member Minch abstained from voting.)

ITEM 3. Treasurer

The board discussed whether appointment of a Treasurer was needed and determined it was not. Therefore, this officer position was left vacant.

IV. APPROVAL OF MINUTES

ITEM 1. November 28, 2017

MOTION:

Board Member Minch moved approval of the November Meeting Minutes as presented.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0.

V. PUBLIC COMMENT ON NONAGENDA ITEMS

Chairman Koerner and Mayor Jaray discussed whether comments regarding the Master Plan and SP+ contract should be made at this time. Chairman Koerner advised these were both agenda items, so should be discussed later in the meeting.

Natalie Johnson reported that C+V Design had been selected as the Wayfinding Consultant and was planning to meet with various community groups in the next couple of months to help inform the sign evaluation and design process. Ms. Johnson thanked SP+ and TBP members who participated. Ms. Rosenkrantz stated she wanted to make sure there was the opportunity to discuss standards for things such as parking signs as one sign per block-face Downtown would not be adequate. Chairman Koerner thanked Ms. Johnson for her work on this issue.

Mayor Jaray stated that he and Councilperson Fortuin wanted to see barriers to walking and biking lowered and these modes of travel incentivized. He noted an article about Vancouver which he wanted to share. Ms. Johnson noted that a gentleman from Vancouver was speaking as part of the City Center presentation to Colorado Springs' City Council the next day.

Chairman Koerner welcomed Councilperson Wolbrueck, who was now the Council Liaison. Councilperson Wolbrueck noted that the City's Attorney had a lot of advice for liaisons, so she wasn't sure how vocal she might be. Ms. Anthony suggested that if there was a topic going forward to City Council, those might be the items Councilperson Wolbrueck be cautious about expressing an opinion regarding. Mayor Jaray disagreed that was necessary.

VI. CONSENT CALENDAR

ITEM 1. Policy Regarding Storage of Trailers and RVs in the Prospect Parking Lot

Board member Porter noted it appeared the recommendation was to not allow vehicle storage. Board member Minch stated he felt the item needed to be discussed. Chairman Koerner advised it could be removed from the Consent Calendar.

Board member Minch asked what the purpose of the lot was intended to be. Chairman Koerner indicated the lot was to be used by residents and was not intended for vehicle storage. Ms. Anthony further noted the lot was intended to serve permit holders – not daily paid parking – for residents and employees.

Board member Porter suggested that if RV's are not allowed, then the sign should be updated to include those vehicles.

Lisa Quintana stated she had a permit and parked her RV in the Prospect Lot. She didn't have a place to put the vehicle on her property and couldn't place it on the street. She indicated there were regularly 10 cars and 40 spots in the Prospect Lot, so it was never full.

Ms. Anthony suggested that there was some seasonal increase in usage, so the lot was not sitting empty year-round; therefore, the Board might want to consider options like allowing storage use for part of the year.

Board member Porter wondered how the neighborhood felt about the vehicle storage.

Chairman Koerner suggested more information and neighborhood feedback was needed. Discussion about doing a survey and putting out on Next Door and other social media ensued.

Council liaison Wolbrueck indicated she would assist with this effort. She suggested some information regarding how many current RV or vehicle storage permits had been sold, how much the permits sell for and information on the market rate for vehicle storage.

Ms. Quintana stated it was crazy to put this much effort into three vehicles, a motorcycle and some cars that don't move. She suggested everyone with a current permit be grandfathered and charged a little more. She stated the lot may be used more in the summer, but that parking need should not be more important.

Kyle Fenner brought the discussion back to what was the purpose of the lot. Ms. Anthony noted it was not ever intended for storage. Ms. Fenner suggested a small area could be designated for vehicle storage in order to limit the impact.

Board member Porter stated this was why she felt it was important to get some neighborhood input.

Dave Wood suggested that it would be important to designate a section of the lot for storage if this was going to be accommodated and noted some RVs could take up more than a single space, which should be accounted for.

Board member Rosenkrantz stated storage should be discouraged, especially since it was significantly below market rate.

Joe Leung, SP+, recommended that the usage should be defined and if this is allowed, not how this is different than the other lots in town.

Board member Minch agreed with Mr. Leung, noting that the other, paid lots should not allow permit holders to store vehicles.

Board member Jacobson stated he favored accommodating the three, existing RV's.

MOTION:

Board Member Minch moved postpone this item to the February meeting subject to additional information and community feedback being provided and that the current parking remain and no enforcement be undertaken until after recommendation and final action on the policy.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0.

VII. OLD BUSINESS

ITEM 1. Free/Discount Parking for Residents and Businesses - Board Members Report on Use Experience with Park Mobile App and Discount Code

Board member Minch stated once he had set up the application, he had a good experience. He suggested that the \$.35 transaction fee was an issue, unless this could be charged when \$10-20 in parking was purchased, not at the time of incremental use.

Other board members noted they had not used the service. SP+ agreed to re-activate the discount code so the board would have another month to assess the program.

Ms. Anthony suggested that an outline or description of the program as envisioned by SP+ should be provided for the next meeting.

Mayor Jaray recommended that the app be amended to make it clear that the only reserved parking is at the Barr Trail lot, as his first impression was that reserved parking was available elsewhere in town as well.

VIII. NEW BUSINESS

ITEM 1. Presentation and Recommendation to City Council Regarding Establishing Residential Permit Parking area at 165 Lovers Lane

Parking Manager Johnson reviewed the proposed RPP area with the board. Ms. Anthony added that this was not a situation that was anticipated in the code, since it really accommodated just a single residence. However, the impact on any chance of parking availability for this property owner was unquestionable and she supported the unique request.

The board discussed. It was recommended that Washington RPP residents be informed that the registered vehicles for this property could park on Washington, as Washington vehicles could also park on Lovers Lane in this location, since it was being added to the Washington RPP (not a standalone RPP).

Mayor Jaray remarked the owner of the Barker House had been in contact with him about how to work out parking arrangements for her tenants and the board should take up this discussion. Board members informed the Mayor there had been significant discussion regarding Barker House resident parking.

Council Liaison Wolbrueck noted that the Barker House had been granted a Parking Variance and the provisions under that variance were to protect the neighborhood.

Board member Porter advised those types of circumstances had to be considered. Board member Rosenkrantz noted that the issue of downtown resident parking had to be addressed for everyone, not just this one property. Ms. Anthony noted this was to be part of the master plan.

Ms. Fenner stated the property agreed to certain restrictions and if they wanted to change those, then they should come forward with a new variance request.

MOTION:

Board Member Minch moved to recommend approval of the RPP area at 165 Lovers Lane noting there were no variances for off-street parking or the current parking demand for this property.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0.

ITEM 2. Discussion Regarding Draft Transportation and Parking Master Plan RFP and Establish Subcommittee

Board member Minch stated the City needed a capacity needs model – what we have, how it’s used, what we need, and what we agree we need.

Board member Rosenkrantz stated this should not be a parking study, but a transportation capacity study.

Chairman Koerner remarked what was needed was a congestion mitigation study – there were too many cars in too small of a space.

Board member Rosenkrantz stated congestion management was needed.

Ms. Johnson noted that the wayfinding consultant had spent a lot of time looking at decision points and these were important in regard to traffic and parking management.

Board member Rosenkrantz stated signage and the website were important improvements to make.

Dave Wood stated a lot of questions would be cleared up as the RFP scope of work was developed. He noted there was a difference between a traffic study and the question of how to relieve congestion.

Board member Rosenkrantz suggested a strategy to engage a management consultant to help draft an RFP and collect the data the City already has or has access to in order to leverage resources.

Major Jaray presented information to the board regarding his ideas and noted he would not be satisfied if issues were not addressed by this summer.

Board member Minch remarked it sounded like the Mayor was speaking about low-hanging fruit such as the website and kiosk integration.

Board member Jacobson suggested signage to get people to use the Serpentine access on the west end of Manitou Avenue to get into and out of town instead of driving through downtown.

Mayor Jaray stated there were probably a ½ dozen things that could be implemented for this summer and the board needed to move and get these in place by Memorial Day.

David Wood suggested a workshop or a small team of people charged with coming up with concepts.

Board member Jacobson stated an RFP would be needed for the long-term solutions. Mayor Jaray stated not necessarily.

Chairman Koerner recommended a worksession.

Mr. Wood noted that traffic study for the Wichita Lot will be performed in June or July. Board member Koerner suggested additional funds could be provided to expand that study.

Council Liaison Wolbrueck asked about geo-fencing, which Mr. Leung noted had not been used extensively in parking, but was a technology that was out there. Council Liaison Wolbrueck suggested the City should look to use every bit of data available.

Discussion regarding the date for a worksession ensued. Staff agreed to send a Doodle Poll to get the majority of participants.

Board member Rosenkrantz suggested that the Cog Railway be invited. It was noted the Cog was closed and the general manager was out of the country.

Ms. Wood suggested a representative from Walker Parking. Ms. Anthony suggested the Metro District would need to pay for that consultant's time. Mayor Jaray suggested the work group should determine whether a Walker representative would be necessary or not.

Discussion ensued regarding a small, workgroup to set the agenda and formulate some initial ideas. Mayor Jaray suggested himself, Dave Wood, Board member Rosenkrantz and Chairman Koerner with Staff. Discussion ensued about setting a meeting date for this committee of January 29 at 5:30pm; however, it was determined that the agenda could be coordinated by email.

Further discussion regarding meeting scheduled ensued. It was agreed to set Monday, February 5 at 5:30pm.

The board agreed that the longer-term effort could be a focus for later in the year.

ITEM 3. Discussion and Recommendation to City Council Regarding Obtaining Traffic and Congestion Evaluation for Potential Parking Garage at 10 Old Man's Trail

MOTION:

Board Member Rosenkrantz moved to postpone discussion of this item.

SECOND:

Board Member Porter seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0.

ITEM 4. Discussion and Recommendation to City Council Regarding SP+ Contract Proposal

Board Member Minch stated the scope submitted by SP+ seemed to capture the structure of the work elements and picked up the components under consulting services for taking advantage of SP+'s expertise. He did not see the need for any major revisions.

Mr. Wood asked if there was anything else for the Metro District. He and Ms. Fenner left at this point in the meeting.

Mayor Jaray noted that the SP+ contract was not on a Council meeting in February. It was decided this would be put on the February 27 TPB meeting; the Mayor anticipated the item being on the March 13 Council worksession with formal consideration at the second regular Council meeting in March.

ITEM 5. Discussion and Recommendation Regarding the Parking Rates at the Barr Trail Lot

Board member Rosenkrantz stated the discussion needed to include upper Ruxton as well as the City had priced out usage of the facilities.

Chairman Koerner stated he didn't see that the lot was being used at \$40.

Board member Minch noted 2017 Barr Lot usage resulted in \$125,000; 2016 usage was \$230,000.

Discussion regarding seasonal usage and rates ensued. The final action was as follows:

MOTION:

Board member Rosenkrantz moved to recommend to City Council that the rates in the Barr Trail Parking Lot be changed to:

November 1 – April 30	\$10 per vehicle per day	Barr Campers and Hikers \$5/day/vehicle
May 1 – October 31	\$5 per hour/vehicle; \$30 for 24 hour parking per vehicle	Barr Campers and Hikers \$5/day/vehicle

SECOND:

Board member Jacobson seconded the motion.

DISCUSSION:

Chairman Koerner suggested the board revisit the revised rates to see the impact on usage in two months.

Ms. Anthony suggested that was not a long enough time period to determine the effectiveness of any change, assuming approval by City Council.

Joe Leung, SP+ suggested usage of the Barr Lot is reported on monthly and SP+ would highlight in its reporting any improvements or not to the lot's usage.

VOTE:

Motion passed, 5-0.

Board Members Rosenkrantz and Jacobson left at this point in the meeting.

VIII. OTHER BUSINESS

ITEM 1. Subcommittee Assignments and Scheduling Meetings

- a. TBP SOP (Bylaws) and Powers and Duties
- b. TPB Website Review

No action or meetings were schedule for these items.

X. UPDATES

- Ruxton Avenue Study – Consultant Contract Under Review by Colorado Springs Legal
- Shuttle Operations
- Parking Management and Financial Report

XI. FUTURE AGENDA ITEMS

- Rules/Signage for “Standing” Vehicles in RPPs and Other Areas
- RFP for Ticket Collection Services

Mr. Leung noted he could share information on Line Bike. Mayor Jaray indicated Colorado Springs was looking into this and he was seeing if Manitou could be a site.

XII. ADJOURNMENT

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

Submitted by Michelle Anthony, Senior Planner