



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, March 27, 2018**

I. CALL TO ORDER and INTRODUCTIONS

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, March 27, 2018, in Council Chambers, 606 Manitou Avenue. Chairman Koerner called the meeting to order at 8:37am. The following were in attendance:

PRESENT: Chair BILL KOERNER
Board Member JOY PORTER
Board Member JAY BEETON
Board Member ROLF JACOBSON (left at 11:30am)
Board Member VALERIE ROSENKRANTZ (via telephone)

ABSENT: Vice Chair NEALE MINCH (excused)

STAFF: Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager
Joe Leung, SP+ Regional Manager
Dave Lombardi, SP+

GUESTS: Ken Jaray, Mayor
Lisa Quintana, Chamber Board Liaison
Dave Wood, Metro Board Consultant (left at 9:05am)
Jon Mattis, Duclo RPP Resident)

II. APPROVAL OF AGENDA

Dave Wood, Metro Board Consultant, stated the Design contract for the Wichita Garage had been signed. Walker Consultants were doing the traffic report for the garage in June and the Metro District was looking at starting construction as early as September 2018.

Chairman Koerner asked if there would be construction during peak season. Mr. Wood confirmed there would not be.

Board member Jacobson asked how much the Metro Board budget was for the project. Mr. Wood advised he would need to ask the Metro board.

Mr. Wood stated if the City was planning to do signs or other projects which the Metro Board was going to be asked to participate in, then the information needed to be presented to them.

Council Liaison Wolbrueck indicated that the discussion of the Parking ID and Wayfinding signs was on the Metro Agenda for next week's meeting.

Chairman Koerner stated that the Metro lots were a component of the overall parking system and the programs being discussed by the City should be something the Metro District participated in.

Ms. Anthony asked about any plans for the Metro District to look at increased fees. Mr. Wood advised that the fees in the Wichita Lot would double - \$2/hour and \$10/day. He noted the District was getting ready to commit to the money to build the garage and they had to be fiscally conservative in regard to what they spent funds on.

Chairman Koerner indicated that costs needed to be identified for the identification and signage programs and then allocated in the budget. He also noted the construction of the parking garage was a community decision and needed public input.

Mayor Jaray stated there needed to be a public participation plan for the project, not just discussion at Metro meetings.

Council Liaison Wolbrueck stated July was the busiest month of the year and why was the traffic study not being done in July. Mr. Wood indicated the District was under time constraint to get their information drafted and in to the City.

Board member Porter stated data collection on traffic would be better in July. Mr. Wood stated his job was to get the project done. Board member Porter stated there needed to be concern about the community.

Chairman Koerner noted traffic congestion is an important issue that needed to be addressed and resolved.

Board member Jacobson stated the board appreciated Mr. Wood coming to the TPB meetings. Mr. Wood responded that the District wanted to work with the City.

Ms. Anthony that if the District chose not to do the traffic data collection within the appropriate timeframe, then the study could be rejected by the Planning Commission or the City Council, which could seriously delay the project, so she advised taking the recommendation for July back to the Metro Board.

Mr. Wood stated he was not going to have the project obstructed and threatened. Mayor Jaray advised that he hoped the District was not going to try to rush the project through the process.

Council Liaison Wolbrueck stated the property was the Metro Districts, so there was no public vote needed, but the Major Development process had to be complied with.

Board member Jacobson noted that the Metro District was doing their part with the ambassador program in the lots and one the streets during the summer.

Mr. Wood left at this point in the meeting.

No changes were made to the agenda.

III. APPROVAL OF MINUTES

ITEM 1. February 27, 2018

Ms. Anthony reported the February Minutes were not yet available and this item would be moved to the April agenda.

IV. PUBLIC COMMENT ON NONAGENDA ITEMS

Jon Mattis, resident on Duclo and part of the RPP in that area stated he had sent his letter of application requesting appointment to the board to the City Clerk. Mr. Mattis remarked he had lived in Manitou Springs 20 years and was interested in the RPPs especially and representing his and other areas. Sherri Johnson noted Mr. Mattis was a good advocate for his area RPP. Council Liaison Wolbrueck stated he was a good neighborhood ambassador.

Board member Beeton remarked that the City had spent a lot of money on the Ruxton bus stop and it was surrounded by 11 traffic cones, which looked bad. Ms. Anthony noted the cones were temporary - striping was planned for this Spring as soon as the weather was warm enough.

V. CONSENT CALENDAR

There were no Consent Calendar items to consider.

VI. OLD BUSINESS

ITEM 1. Updates for Memorial Day 2018 Projects

Joe Leung announced that he was leaving SP+ employment and April 18 would be his last day. The board and City staff expressed their dismay at Joe's departure, thanked him for his work on behalf of the City and wished him luck in his new pursuits.

a. Parking Identification and Availability – SP+

Mr. Leung presented information on the sensor-based system that would identify unoccupied parking spaces, noting that each "puck" placed in a space would provide information through a gateway to the website and signs placed along Manitou Avenue indicating whether lots were full or had availability. Information on the anticipated number and approximate locations of signs was presented.

Mayor Jaray noted he wanted to see costs for including the Cog and Iron Springs Chateau in the program.

Mr. Leung stated Phase I would be installation in all the lots, which would be approximately \$237,000, with \$1,248 in monthly fees. Phase II would be on-street installation for approximately \$85,000 and just under \$2,250 in monthly fees. Combined the project would be about \$323,000. Mr. Leung noted SP+ could roll these costs into its contract, similar to what was done for the purchase and installation of the pay station meters.

Mayor Jaray asked what about doing the lots without the on-street. Mr. Leung indicated that would be less effective. Realistically there would be people that no program will reach, but a good program will catch and educate new and compliant visitors. He noted that just having signs on the street would not be as effective – they would result in longer ques.

Discussion regarding installation of the sensors ensued, noting each one was about \$21.

Board member Beeton asked if the system wouldn't be training people to look at their phones while driving. Board members stated no one should be looking at their phone while driving, but passengers could be looking at information and some cars did have video displays for the use by the driver.

Mr. Leung remarked one real advantage was the City would have lots more data on a per space basis.

Ms. Anthony noted on-street spaces are not defined and somewhat fluid, so would this require striping spaces. Mr. Leung responded the sensor could be spaced to reflect the majority of the parking pattern, but the lack of striping might result in less accuracy.

Mayor Jaray asked about the effect of snow and dirt on the sensors. Mr. Leung stated they were not affected by these conditions.

Mayor Jaray asked how the City would know if the project was successful. Mr. Leung indicated one metric would be reduced congestion. Customer feedback and comparison with previous studies and data would also be helpful to establish success.

Major Jaray asked what communities have installed this same system. Mr. Leung stated he could get referenced from the vendor, but SP+ had not installed this system previously. Mr. Lombardi suggested local traffic engineers could also evaluate the proposal for the City. He stated he believed with increased efficiencies, revenues would go up.

Board member Beeton stated he couldn't get his arms around the branding issue. Another part of managing parking was showing the right place to park and that needed to be indicated somewhere, perhaps the website.

Mayor Jaray asked if SP+ had checked out different companies that provide this service and if this was the best one. Mr. Leung stated Parkifi was originally the company he was looking at, but they had been purchased and really had been put out of business. The proposed company had been in business for a long period and this was one of their core functions, not a side operation.

Final information to be presented at the March meeting.

b. Website and mobile app update – SP+

Mr. Leung presented a mock-up of the landing page for ParkManitou.com. Feedback included including "Transportation" on the logo; making the map larger, tabs for Events, Shuttles, Bike/Ped, Construction/Closure information, and use the color scheme from the logo (like the wayfinding signs). The board wanted to beta test the site before it went live and Mr. Leung stated that would be done.

ITEM VI.2. on the agenda was discussed at this time:

Chairman Koerner stated he was concerned regarding construction information and impacts on traffic and parking.

Council liaison Wolbrueck indicated that the Engagement Task Force was looking into this as part of community information. The Event Coordinator had been recently made full-time so she could do more public information tasks and was working on finding a good website for the City. Having someone dedicated to public information will result in better coordination.

Chairman Koerner stated one issue was the concentration of projects at the same time – there was frustration and impacts on revenue. The City needed to better control and coordinate projects on the front end, but that was out of the realm of parking and transportation.

Major Jaray stated he was working on a coordinated parking management agreement and would send the draft out of email. The idea was to do MOUs so everyone could agree to certain strategies.

Items C and D on the agenda were reversed:

c. Additional Parking Capacity – SP+

Mayor Jaray indicated the City should contract with Greyline for a temporary shuttle on an as needed basis and Higginbotham could be used as a remote parking lot (there is some City property up there) with the shuttle to downtown.

Mayor Jaray continued that parking enforcement personnel should be reassigned to directing traffic during peak times. Mr. Lombardi responded that the intention was to use people on staff in different ways as needed.

d. Wayfinding Static Directional and Site Identification Signs – C+B Design

This item was not discussed as the design consultant could not attend the meeting.

ITEM 3. Communication

Discussion regarding negotiating with Mountain Metro to include advertising on the shuttles in the City's contract ensued. Staff agreed to follow-up on this.

It was noted the recorded message provided by the Mayor was not working.

ITEM 4. Status of Free/Reduced Rate Parking to Residents/Businesses - SP+

The board asked that discussion of this item be placed on the next agenda.

VII. NEW BUSINESS

There was no New Business to consider.

VIII. OTHER BUSINESS

ITEM 1. Lower Ruxton Parking Issues

Mike Graham, owner of Ruxton's Trading Post, had contacted the Chair regarding an issue with the 30-minute and 2-hour parking in the first block of Ruxton. Mr. Graham was not present, so there was no discussion regarding this item.

ITEM 2. Cog Closure

Mayor Jaray advised that he had spoken with the Cog about an integrated parking plan and there was no interest in the City managing their parking lot.

Board member Jacobson stated the Cog running a parking business was not in the long-term interest of the City as this was the worse place for a parking lot in regard to traffic and congestion on Ruxton.

Board member Beeton noted that the board had specific language regarding climate change and cars emit the most carbon into the atmosphere when driving slow and idling.

Mayor Jaray noted the Cog indicated it would need more parking if they rebuild and reopen. He asked for a summary of where the City is in regard to the Cog and the Conditional Use Permit for parking.

Chairman Koerner suggested that the Cog would need a new Conditional Use Permit to allow the parking usage while they were closed. He stated his concerns with revenue loss and supporting the shuttles.

Board member Porter stated the Cog had saved itself and the community from the potential of a massive accident.

Mayor Jaray stated he would have a meeting regarding Incline management and about parking management in general

Board member Beeton stated the Ruxton group stopped parking on the Jenkins property and the Incline should be managed and the number of users reduced.

Lisa Quintana asked if the Barr Lot was empty and noted the Incline could help with the loss of revenue from the closure of the Cog.

Chairman Koerner stated there needed to be a balance between the use of parking and the number of vehicles. He suggested the Barr Lot may only need a reservation system in the summer months. He agreed the volume issue of the Incline needed to be addressed and now it was safe, so now was the time to do this.

Board member Porter noted the Incline was a benefit to the community.

Board member Beeton stated that residents in Englemann Canyon see incliners as invaders and the Cog patrons were seen as guests and he wanted to figure out how to get to the point both were looked as guests. The Incline was legalized to be able to manage in a sensible way.

Chairman Koerner remarked the City needed to be pro-active on the financial front.

Board member Jacobson asked who wanted to speak with the Cog about using their spaces – he was not in favor of the City allowing this.

Mayor Jaray stated it was too early to make decisions and he was monitoring the environment and the quality of life for residents.

Chairman Koerner asked Mayor Jaray to keep the board informed.

Council Liaison Wolbrueck stated the City was taking about a \$650,000 hit from the Cog closure and there were lots of ideas about what may happen, and some of those might generate rumors. She acknowledged that parking may need to be changed; the marijuana and parking revenues were major factors in increase of City revenues and ideas such as the following might need to be looked at:

- Dismissing fewer tickets
- Increasing rates or reducing rates to increase usage
- Paid parking in some of the RPP areas

Council Liaison Wolbrueck stated that parking had reached the five-year mark and was not new anymore and the City should evaluate the program. She stated she had no idea what a “new” Cog might look like.

Board member Jacobson stated Hiawatha was already filled on weekends. Mayor Jaray stated he was open to parking at the old Masonic Lodge and planning for parking at Higginbotham with a shuttle.

ITEM 3. Barr Trail Lot Usage and Fees Follow-Up

Staff recommended that the board ask SP+ to look at the Barr Lot and proposed a fee schedule and management plan. The board agreed and asked that the recommendation be placed on the March meeting agenda.

Board member Jacobson left at this point in the meeting.

IX. UPDATES

- Shuttle Operations
- Parking Management and Financial Report
- Vehicle Storage Policy in the Prospect Parking Lot
 - City Council did not approve the recommended policy and directed no vehicle storage
- Recommendation Regarding SP+ Contract Renewal
 - Contract Being Drafted and forwarded to City Administration
- Ruxton Avenue Study
 - Under Contract with Consultants and Agreement Signed with City of Colorado Springs
- Transportation and Parking Comprehensive Plan – On-Hold
- TPB Scope and Standard Operating Procedures – Subcommittee Meetings TBD

X. FUTURE AGENDA ITEMS

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

XI. ADJOURNMENT

Hearing no further business before the Board, Chairman Koerner adjourned the meeting at 11:40am.

Submitted by Michelle Anthony, Senior Planner