



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, May 22, 2018**

I. CALL TO ORDER and INTRODUCTIONS

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, May 22, 2018, in Council Chambers, 606 Manitou Avenue. Chairman Koerner called the meeting to order at 8:34am. The following were in attendance:

PRESENT: Chair BILL KOERNER
Vice Chair NEALE MINCH (left at 11:00am)
Board Member JAY BEETON
Board Member JOY PORTER
Board Member JON MATAS
Board Member VALERIE ROSENKRANTZ (left at 10:45am)
Board Member ROLF JACOBSON

ABSENT: None

STAFF: Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager
Susan Wolbrueck, Council Liaison
Leslie Lewis, Chamber Director
Lisa Quintana, Chamber Board Liaison

GUESTS: Dave Wood, Metro District Board Consultant (left at 9:18am)
Natalie Johnson, MAC and Creative District Director
Dale Carley, rental property and D&D Liquor owner
Debbie Carley, rental property and D&D Liquor owner
Gayle Carley, resident
Dale Latty, resident (arrived at 10:30am)

II. APPROVAL OF AGENDA

There were no changes to the agenda.

III. APPROVAL OF MINUTES

ITEM 1. March 27, 2018

MOTION:

Board member Porter moved to approve the March Minutes with the correction that Board Member Rosenkrantz was present via telephone.

SECOND:

Board member Jacobson seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 6-0. (Board member Minch abstained as he was not present at the March Meeting.)

ITEM 2. April 24, 2018

MOTION:

Board member Jacobson moved to approve the April Minutes with typo corrections on page 3 as discussed.

SECOND:

Board member Minch seconded the motion.

DISCUSSION:

There was no further discussion regarding the motion.

VOTE:

Motion passed, 5-0. (Board members Beeton and Koerner abstained as they were not present at the April Meeting.)

IV. PUBLIC COMMENT ON NONAGENDA ITEMS

Council liaison Wolbrueck advised the board regarding ongoing issues with the tenants of 737 and 739 Manitou Avenue. These buildings were granted variance to allow them to have two apartments each, instead of a single unit, and that required tenants to park in one of the public lots by permit. Ms. Wolbrueck indicated the tenants regularly parked in the Duclou RPP and violate a loading zone on Otoe by parking there overnight. Ms. Wolbrueck handed out a copy of a profane note directed at her, left by one of these tenants. Board members strongly recommended Ms. Wolbrueck speak to the Police Department and expressed their understanding of how this made her feel. Board members also suggested the City should send a reminder to the property owners regarding the requirement that their tenants not park on-street.

V. CONSENT CALENDAR

There were no Consent Calendar items to consider.

VI. OLD BUSINESS

ITEM 1. Updates and Information from Metropolitan Parking District

Dave Wood, Metro District Construction Consultant, stated the District was in the process of finalizing the Wichita Parking Garage design and construction specifications. He stated they were on-track for an October ground-breaking.

Chairman Koerner noted that the Metro Board did not want to participate in the Parking Coordinator program and indicated they would keep their ambassadors in the District's employ.

Board member Rosenkrantz asked if there could be cross-training so the Metro's personnel could perform the same data collection tasks as the SP+ personnel. The question was also asked if the Metro would be staffing the Schmishny Lot. Mr. Wood indicated he thought that was the plan, but the Metro Board needed to be contacted.

Board member Minch stated that TPB representatives needed to go to the next Metro Board meeting and discuss the details regarding the Parking Coordinator program with them. Board member Minch noted that the Metro staff needed to have the same level of accountability and consistency as the SP+ personnel.

Council Liaison Wolbrueck reported that discussion of the Intergovernmental Agreement between the City and the Metro District was on the Council agenda that evening and this issue was the type of thing that would be brought up in regard to coordination.

Chairman Koerner indicated the Metro Board was going to raise the parking rate in the Wichita Lot and wanted the City to raise the on-street parking rate to \$2/hour.

Mr. Wood noted the Metro Board would raise the rates in the Wichita Lot after the garage was completed and this was necessary to support the cost of the garage.

Board member Minch stated that type of action would need more public process and would need to be on the agenda. Ms. Anthony noted there was an agenda item regarding a rate study by SP+, but that was not yet ready for discussion.

Board member Porter asked what the projected date for the Planning Commission hearing on the garage request was. Mr. Wood stated they were doing the Traffic Study in July, over his objections, which they hoped would remove a potential sticking point or source of objection as this would be more reflective of high season.

Chairman Koerner asked about restrooms in the Wichita Garage. Mr. Wood stated the current plan included restrooms on the Lovers Lane side of the building, but that was not set in stone.

ITEM 2. Website Update – Input from Beta Testing and Discussion Regarding Marketing Platforms

Discussion regarding individual comments on the website ensued. Board member Minch noted he already had sent comments. Board member Porter stated the map was confusing. Chairman Koerner stated he had marked up screenshots. Board member Rosenkrantz recommended the "Tickets" button should be changed to "Where to Park" and that the map should show everything out of the paid parking area as red, including the resident permit parking. Board member Beeton advised that the website needed to anticipate the users experience and organize the site to that. Mr. Wood advised that the CDOT signage on the US 24 Bypass advising exit for the Cog Railway needed to be taken down since they closed, at least for a couple of years.

Chairman Koerner agreed he would be the point person for gathering all the board member comments and conveying those to Mr. Lyon.

Mr. Minch noted that the website roll-out was to be June 8.

There was no discussion regarding the Marketing Platforms information.

Mr. Wood left at this point in the meeting.

ITEM 3. Status of Free/Reduced Rate Parking for Residents and Businesses

Ms. Anthony noted this item had not been discussed at the last meeting, but understood the board wanted to postpone discussion of this until after the summer season. The Board consensus was to postpone discussion of this program until the October meeting.

Council liaison Wolbrueck recommended that the Board start the process of reviewing the RPPs for potential:

- spaces available in each area for out-of-area parkers
- hybrid RPP/Pay Parking like on Ruxton
- updates and changes to the regulations

Board member Rosenkrantz remarked that the Mayor did an informal survey on Next Door and the response was 90% opposed to allowing outside parking in the RPPs.

Board member Matas stated that the Barker House residents know enforcement ends at 6pm, so they are parking in the Duclou RPP.

The Board asked that setting up a task force to evaluate the RPP program be placed on the next agenda. That task force would look at:

- how the current RPP areas are working
- what is the capacity for changes to the areas and regulations

VII. NEW BUSINESS

ITEM 1. Discussion and Recommendation/Direction Regarding Parking Solutions for Downtown Residents

a) Request to Address Parking for Residents in 1000 block of Manitou Avenue

Ms. Anthony presented the Staff Memo regarding parking for property owned by Dale and Debbie Carley.

Debbie Carley stated the rental property they have known as Banana Manor, which fronts both the 1000 block of Manitou and Waltham Avenue is residential, not commercial and the tenant's parking issues need to be resolved.

Dale Carley stated when they purchased this property there was on-street parking all around it; now that parking has been taken away little-by-little with the paid parking on Manitou Avenue and changes to the Fire Lane and some private parking on Waltham. He stated they didn't want special parking, but possible places to park.

Mrs. Carley stated the parking situation was devaluing their property.

Board member Minch asked if the Carleys had looked at the letter from Ms. Anthony regarding parking options. Mrs. Carley stated it was not safe for tenants to walk from the Schmishny Lot at night.

Chairman Koerner asked about requesting an RPP. Gayle Carley (Mr. Carley's sister) asked if that meant the tenants could be accommodated in any RPP, or would this be specific to this property/area. Chairman Koerner noted it would be a specific RPP.

Mrs. Carley stated she wanted to be in the Manitou RPP recently formed for her tenants. It was noted that there were not enough parking spaces in that area for the properties that fronted the RPP and that the Carleys' property fronted paid parking on Manitou Avenue.

Chairman Koerner stated he understood the Carleys' issues – the town had changed and there were now more cars and more transit than in the past. He recommended pursuing a Waltham RPP might be the best option for the Carleys.

Sherri Johnson, SP+, stated she had spoken previously with Waltham residents about RPP, but a petition had never been submitted. She felt many residents on Waltham didn't feel they needed an RPP.

Gayle Carley asked if the Waltham RPP were approved, would this include the Banana Manor's Manitou Avenue addresses. Ms. Anthony confirmed it would.

Mr. Carley questioned why they should be put in this position; he had a 12-plex on Ruxton that some tenants paid \$50/month to park on private property across the street and the rest of his tenants were given four passes to parking on-street.

Board member Minch asked if any RPP area had come back to the City and indicated they were not happy with the designation. Ms. Johnson stated she had no feedback from any of the RPPs.

Mrs. Carley indicated she would apply for a Waltham RPP. Council Liaison Wolbrueck volunteered herself and Board member Matas to help her as they both had been through this process.

The Board advised if there was not support among the residents for a Waltham RPP, then the Carleys could come back to see what other parking provisions might be made.

b) Overall Downtown Resident Parking

Ms. Anthony suggested overnight parking on Manitou Avenue might provide for downtown residents.

Council Liaison Wolbrueck noted the paid parking on Manitou Avenue ended at 6pm, so tenants could park after that time. However, she was not sure they could parking overnight and if this was allowed, she would want to make sure there was no overnight parking of RVs allowed. There were issues the Chamber could provide more information on with increased crime and loss of revenue because of blocking the view of shops by RVs.

Ms. Anthony indicted overnight parking on Manitou Avenue was something that had been discussed, but she needed to get with Public Services to see if this could work for them and would report at a future meeting. She indicated she was thinking of a scenario that would get to the parking sector they were trying to accommodate (residents).

ITEM 2. Discussion and Recommendation Regarding Pay Parking on Event Days in the Hiawatha Lot

Ms. Anthony reported this idea had come out of a City Council discussion regarding generating revenue.

Board member Porter stated the City had worked hard to provide free parking at the Hiawatha Lot and she was not in favor of charging during event days.

Board member Minch stated he felt this was a non-starter as many of the events use the Hiawatha Lot and paid a fee for that use.

Chairman Koerner stated he was concerned about changing the current policy.

The Board consensus did not support charging for parking in the Hiawatha Parking Lot during events and that the Event Use Policy be re-evaluated at the June meeting.

ITEM 3. Discussion and Recommendation Regarding Usage and Rates in On-Street Paid and RPP Parking Areas in Upper Ruxton Avenue

Board member Minch presented information showing the usage and revenue from Upper Ruxton parking had decreased since implementation of the \$10/hour rate. Since the Cog was not operating, congestion in that area was lessened and, much like the recommendation for the Barr Lot, the same circumstances existed for upper Ruxton.

Board member Beeton noted for the record the Board had not recommended \$10/hour, but City Council had increased the rate substantially from what the TPB recommended.

Board member Minch suggested the Board consider the following options:

- Rate to be the same as on-street Downtown
- Rate to be \$5/hour
- Rate to be flat \$5 per vehicle (same as Barr Trail Lot)

MOTION:

Board member Minch moved to recommend to City Council the on-street parking rate on Ruxton Avenue above the first block be a flat \$5 per vehicle.

SECOND:

Board member Rosenkrantz seconded the motion.

DISCUSSION:

Board member Beeton stated this was inconsistent with the Iron Springs and Cog Parking Lots fees.

VOTE:

Motion failed, 2-5.

MOTION:

Board member Jacobson moved to recommend to City Council the rate for parking on-street on Ruxton Avenue above the first block be \$5/hour.

SECOND:

Board member Beeton seconded the motion.

DISCUSSION:

Board member Minch stated he didn't feel this would generate the usage the Board was looking for.

Board member Beeton stated this was a case of supply and demand and he felt it was still important to preserve the residents' ability to park.

VOTE:

Motion passed, 5-2.

Board member Rosenkrantz left the meeting at this time.

ITEM 4. Discussion Regarding Parking Rate Study

Dan Lyon, SP+, noted the management team was going to have a phone conference on Friday with the Metro Chair in order to fill in some gaps in information they need to address this and would report on this in June. Mr. Lyon noted that parking in a garage and on-street really were not comparable.

Board member Minch asked if the Metro District had informed the Downtown businesses about the proposed Wichita fee structure. No one present was aware that this had been done.

Mr. Lyon noted 25% of all transactions were the 30-minute free parking, which was being abused, so if the City was concerned with revenue being generated, this was an issue.

The Board discussed the need for the pay stations programming to block someone from using this more than two times a day in order to address the revenue loss.

MOTION:

Board member Minch moved that the 30-minute free parking should not be consecutive and no more than two times a day.

SECOND:

Board member Matas seconded the motion.

DISCUSSION:

Mr. Lyon indicated he would contact the pay station manufacturer and see what can be done with the programming to provide for limiting a user to twice a day and would report back in June.

VOTE:

Motion passed, 6-0.

VIII. OTHER BUSINESS

ITEM 1. Discussion Regarding Limiting Ruxton Access

Board member Beeton suggested that the City should limit upper Ruxton access to residents and shuttles only. He related the morning noise starting at 4:30am being created by traffic. Mr. Beeton stated the City could not enforce the issue under the noise regulations. He noted the Incline doesn't open until 6am, but the Iron Springs Chateau is parking people at 5:00am and the City had created a culture that invites abuse.

Ms. Anthony noted the Cog and Iron Springs Chateau's Conditional Use Permits for the paid parking both stated operation was to be during "daytime hours." Since the City had interpreted that as 6am for the Incline, the City Attorney indicated he was comfortable doing the same for these two properties. Staff was intending to follow up with the Attorney and these property owners.

Board member Minch left at this point in the meeting.

Board member Porter stated she was not in favor of limiting traffic on Ruxton. She felt the City should try to get the Iron Springs Chateau and the Cog to conform to the hours of the Incline. Restricting traffic would not be fair to Barr Trail hikers and others.

Board member Beeton stated he didn't disagree. There was no hardship for Incliners; he was never awakened by Barr Trail users. He indicated that paid parking was a secondary business for the Cog and Iron Springs Chateau and the City did not have a responsibility to protect them. Board member Beeton stated Barr Trail is a gem that deserved to be protected and having to hike up Ruxton to the Barr Trailhead only added a mile.

Board member Porter noted that the City had been looking at the resident impacts a lot and noted the paid parking allowed for improvements to the Iron Springs Chateau and wondered how such a restriction would impact the nearby neighborhoods.

Board member Beeton stated local traffic only would be allowed.

Board member Jacobson questioned how this would be enforced. Board member Porter questioned what was "local."

Board member Beeton stated the restriction would only be between 11:00pm and 7:00am; anyone would be able to drive up Ruxton from 7:00am to 11:00pm.

Natalie Johnson indicated that C+D Design had been asked to work on "good neighbor" signage for the Ruxton corridor, so that might help with some of these issues.

Board member Beeton replied that he had seen a post on the "Everything's Better on the Incline" website that stated proudly they revved their engine in order to anger the residents around the Incline.

Board member Jacobson stated he felt it was more feasible to limit the parking and the City should tell the Cog and Iron Springs Chateau not to parking anyone before 7:00am. Board member Beeton stated he would be happy with 6:00am as there was no reason for earlier parking than the Incline is open.

Ms. Anthony indicated she would get with the City Attorney and ask him to send letters to these Conditional Use Permit holders.

ITEM 2. Review and Recommendation to City Council re: SP+ Contract Scope of Services

Ms. Anthony reported the contract, and scope, were not yet in a final format. Chairman Koerner asked for this to be sent out early before the next meeting.

IX. UPDATES

- Shuttle Operations – Chairman Koerner noted there had been a complaint about the bus speeding up Ruxton. He also asked if Mtn. Metro would allow a donation box on the shuttle.

Dale Latty, stated the shuttle route was dead from Happy Cats to Mo's and he felt the route should be reversed. He noted he would contact Mtn. Metro about this. Ms. Anthony indicated she would also speak with Mtn. Metro staff.

- Pedestrian and Bicycle Workgroup – Chairman Koerner advised he had been attending these meetings and the group wanted to recruit and TPB representative. Board member Porter expressed her interest, but needed to know when the meetings were scheduled.
- Wayfinding Signage – Ms. Anthony reported she had asked for the CDOT permit forms and the designer was to come into town the following Thursday to check on locations of all the proposed signs in order to determine what needed CDOT permitting.
- Parking Coordinator Program – Ms. Johnson provided an updated and noted they were purchasing tie-dye shirts for the staff. Chairman Koerner asked that SP+ make sure that the variable message boards were remotely programmable.
- Parking Management and Financial Report
- Ruxton Avenue Study – In Process
- Transportation and Parking Comprehensive Plan – On-Hold
- TPB Scope and Standard Operating Procedures – Future Subcommittee Meeting Dates 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 11:58am.