



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, June 26, 2018**

I. CALL TO ORDER and INTRODUCTIONS

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, June 26, 2018, in Council Chambers, 606 Manitou Avenue. Chairman Koerner called the meeting to order at 8:33am. The following were in attendance:

PRESENT: Chair BILL KOERNER
Vice Chair NEALE MINCH (left the meeting at 10:30am)
Board Member JAY BEETON
Board Member JOY PORTER
Board Member VALERIE ROSENKRANTZ
Board Member ROLF JACOBSON

ABSENT: Board Member JON MATAS (excused)

STAFF: Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager
Kevin Stevenson, SP+ Parking Enforcement Officer
Susan Wolbrueck, Council Liaison
Leslie Lewis, Chamber Director
Aaron Schultz, Manitou Springs Vista
Lisa Quintana, Chamber Board Liaison

GUESTS: 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
Page Carley, resident
Brian Ratteree, Iron Springs Chateau owner

II. APPROVAL OF AGENDA

Chairman Koerner suggested moving Item VII.1, Discussion Regarding Updated Hiawatha Event Use Policy, to Item 2. after the discussion of the RPP Task Force. The Board agreed.

III. APPROVAL OF MINUTES

ITEM 1. May 22, 2018

MOTION:

Board member Rosenkrantz moved to approve the May Minutes.

SECOND:

Board member Jacobson seconded the motion.

DISCUSSION:

There board put Follow-Up to May Meeting Items on the Agenda as Item 3. Under Old Business.

VOTE:

Motion passed, 6-0.

IV. PUBLIC COMMENT ON NONAGENDA ITEMS

There was no public comment.

V. CONSENT CALENDAR

There were no Consent Calendar items to consider.

VI. OLD BUSINESS

ITEM 1. Updates and Information from Metropolitan Parking District

No representative from the Metro District was present. Sherri Johnson reported she had attended the last Metro Board meeting and spoke about the Parking Coordinator program. She noted the Metro lot attendants were not participating in the Coordinator program, were not reporting when the Metro Lot was closed, so didn't have a radio. She further reported that there was no Metro attendant in the Schmishny Lot, so SP+ had a Coordinator at that lot.

Board member Rosenkrantz asked about redrafting the IGA between the City and Metro District.

Council Liaison Wolbrueck stated there had been no progress with that effort, yet. A meeting in July on this had been requested and she hoped to attend that and bring an update to the TPB's July meeting with an update.

Chairman Koerner asked if negotiation was going to occur at the Staff level. Council Liaison Wolbrueck indicated she and Metro Board President Randy Hodges would meet and see about finding common ground and move forward from there.

It was noted that having to have SP+ Coordinators at the Wichita Lot in addition to the Metro attendants was a waste of resources.

ITEM 2. Website Updates and Comments – Discussion Regarding Marketing Platforms

Discussion regarding the website ensued. Providing feedback to Ms. Johnson was discussed. Board member Rosenkrantz noted the "Tickets" button had been taken off the top of the webpage, but the "Where to Park" button was still needed. Board member Beeton stated the website needed to be a priority. Chairman Koerner suggested getting together to go through list of comments and then providing to SP+. Dane Lyon suggested and conference call with the webmaster. Board member Rosenkrantz acknowledged the board had told SP+ to use the Palo Alto site and then didn't like it, so the lack of progress was not all SP+'s fault. Board member

Minch stated content needed to be the focus. Board member Rosenkrantz suggested looking at the Chamber website and leverage what they have. Mr. Lyon confirmed the board was interested in the site being interactive with Google maps.

Ms. Anthony indicated that the details were not going to be worked out at this meeting, but it was acknowledged there needed to be some more coordination. Mr. Lyon confirmed he would set up a phone call and Board member Rosenkrantz and Chairman Koerner agreed.

Discussion ensued regarding the marketing platforms for the website with the Board. There was interest in some of the lower cost efforts, but advised it was too soon to implement such efforts.

Lisa Quintana suggested the website not be promoted until it was fixed.

The board agreed the site should be optimized using all the free resources available and then think about spending some money to increase the site's usage.

ITEM 3. Follow-up on May Meeting Items

Further discussion regarding the Coordinator program ensued. Although the board understood the Metro Lots would be staff by the District and they were going to participate in the program, they had not staffed the Schmishny Lot and the Wichita attendants were not participating.

Council Liaison Wolbrueck asked what the board wanted to accomplish. The reply was an integrated program in all lots, but having to duplicate staffing was a waste of resources.

Ms. Wolbrueck indicated it was not clear what the issues are, however the Metro District was an independent organization and were operating their own way. She noted the Mayor and City Council were not happy with the lack of coordination.

Board member Minch asked if Coordinator program was working. Ms. Johnson indicated it was less coordinated than it was intended to be, but seemed to be liked by the public so she believed it was working.

The board noted discussion of Overnight Parking on Manitou Avenue Downtown should be on the August or September meeting agenda

Discussion ensued about a Letter to the Editor in the Pikes Peak Bulletin that was positive about parking. Ms. Wolbrueck stated in regard to management, the desire was to do this holistically and to do that the City and Metro needed to be on the same page with one winning strategy in order to survive.

The board asked about the Traffic Study for the Metro's parking garage and if this would be done in July. Staff stated that recommendation had been made to the traffic engineer. Chairman Koerner asked if the City was involved; staff confirmed it was not. Chairman Koerner remarked that the validity of the study was questionable without the Cog operating. Ms. Anthony responded that the City did not control how the Metro District wanted to accomplish its traffic study, but could recommend that their consultant make some assumptions regarding traffic when the Cog operates.

Ms. Anthony noted the change proposed to parking rates on Ruxton would be heard at City Council at one of the July regular meetings.

VII. NEW BUSINESS

ITEM 1. RPP Areas Evaluation Task Force

Dale and Debbie Carley noted they were not following up with a Waltham RPP and wanted their tenants to be able to park on Manitou Avenue.

The board advised this would have to be placed on the next month's agenda for discussion.

Discussion about the RPP Evaluation Task Force ensued. Ms. Anthony directed board members to the discussion about this in the May meeting minutes in their packets.

Ms. Wolbrueck stated she would participate and was sure Board Member Matas would for the Duclo RPP area. She suggested starting in September, after the summer was over, noting this was a different focus than just counting parking capacity and need in an area.

The board discussed looking at ticket data and occupancy. Ms. Anthony suggested occupancy information between now and September by the PEOs would be useful.

It was recommended that a representative from each of the RPP areas should be on the task force.

Ms. Wolbrueck questioned how much it cost to implement the RPP program, noting the Mayor was asking this do to underutilized spaces in the RPP areas.

Board member Minch stated the mission was to understand the occupancy and then the task force would take the data and make informed decisions about changes.

Chairman Koerner suggested updating the spreadsheet data for each RPP area. He asked if these steps would address the Mayor's concerns. Ms. Wolbrueck stated everyone understood this effort would take time and were happy with this getting started.

The following persons were initially appointed to the Task Force:

Council Liaison Wolbrueck
Board Member Matas
Board Member Porter
Representative of the Washington RPP
Representative of the Grand RPP
Someone who is not in favor of RPPs
Board Member Beeton
SP+ and Planning Staff

Ms. Wolbrueck stated she would reach out to RPP applicants.

ITEM 2. Discussion and Recommendation Regarding Updated Hiawatha Parking Lot Event Use Policy

Ms. Anthony presented a recommended policy updated based on the City's purchase of the Hiawatha property. Discussion ensued with the board and the Chamber representative.

MOTION:

Board member Minch moved to charge \$2.50 per space used by an event effective January 1, 2019, under the overall policy as outlined by Staff.

SECOND:

Board member Beeton seconded the motion.

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 5-1. (Board member Porter cast the negative vote as she did not agree with the increase in cost for events.)

Board member Rosenkrantz reported she had invited the owner of Swirl to join the board.

Board member Minch left the meeting at this time.

ITEM 3. Information on the Cog Agreement and Hiawatha Parking Garage Discussions

Chairman Koerner provided information to the board regarding the proposed agreement between the City and the Cog Railway that would provide for a cap on how much Amusement Tax the Cog would have to pay for a number of years. Potential for a parking garage at Hiawatha to help serve Cog in addition to the City also occurred.

VIII. OTHER BUSINESS

ITEM 1. Updates and Discussion Regarding Parking Coordinator Program

The board already discussed this topic under other agenda items.

ITEM 2. SP+ Parking Management and Financial Report

Ms. Johnson reviewed the current status of management, noting that revenue was trending down, but transactions were up. It was noted the 30-minute free transactions were significant, but T2 (manufacturer of the multi-space meters) indicated they would not have a tech solution for abuse of a program such as this for 1-2 years. The board asked that SP+ look at the data to determine abusers.

Brian Ratteree stated people show up to the do the Incline as early as 4:30am and he did not believe the Police Department was spending more than 15 minutes when they are there and watch people walk by them and do nothing.

ITEM 3. Date for Board Retreat

The board asked Ms. Anthony to provide them dates on Wednesdays and Thursdays in August for the retreat. The board agreed to hold the retreat starting at 4pm and go later in the evening.

IX. UPDATES

- Shuttle Operations – the board asked for year over year ridership comparison
- Pedestrian and Bicycle Workgroup – Natalie Johnson reported she had been working on this for the Creative District and they were planning a major ride and Bike Month Proclamation
- Wayfinding Signage – CDOT Permit needed
- Shuttle On-Board Ads – being designed
- Ruxton Avenue Study – No update
- 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
- Free/Reduced Cost Parking for Residents (October)
- SP+ Contract Scope of Services (July)
- Creek Walk Master Plan (July)

XI. ADJOURNMENT

Hearing no further business before the Board, Chairman Koerner adjourned the meeting at 11:20am.

Submitted by Michelle Anthony, Senior Planner