



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING MINUTES
Tuesday, July 24, 2018**

I. CALL TO ORDER and INTRODUCTIONS

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, July 24, 2018, in Council Chambers, 606 Manitou Avenue. Chairman Koerner called the meeting to order at 8:35am. The following were in attendance:

- PRESENT:** Chair BILL KOERNER
Vice Chair NEALE MINCH (left at 9:50am)
Board Member JON MATAS
Board Member VALERIE ROSENKRANTZ
Board Member ROLF JACOBSON
- ABSENT:** Board Member JAY BEETON (excused)
Board Member JOY PORTER (excused)
- STAFF:** Michelle Anthony, Senior Planner
Sherri Johnson, SP+ Facility Manager
Dane Lyon, SP+ Senior Manager
- GUESTS:** Dave Wood, Metro District Construction Consultant (left at 10:00am)

II. APPROVAL OF AGENDA

There were no changes to the agenda

III. APPROVAL OF MINUTES

ITEM 1. June 26, 2018

Ms. Anthony reported the June Minutes were not yet prepared.

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

Dave Wood reported it had been a productive month. He had met with the parking garage consultants Walker Parking. The Metro Board was hiring a consultant to review the SP+ contract. They felt there was room for improvement of the contract and wanted the City to split the cost for the evaluation with them.

Chairman Koerner asked Staff why the SP+ contract had not been presented. Ms. Anthony reported she had not been working with the contract for several months, so was not sure about the current status or timeline.

Mr. Wood continued that there had been some administrative issues, and had stopped working on the parking garage, but the design was again moving. He was getting survey and utilities information. He remarked the Public Services Department did a fantastic job, but was so under-manned there had been delays with getting help.

Chairman Koerner asked about the Metro attendants at the Wichita Lot not having radios. Mr. Wood stated they didn't have them and don't want them.

Sherri Johnson advised that SP+ had representatives at the Wichita Lot and were providing the data for the parking program.

Chairman Koerner asked why Metro wasn't working with the City. Mr. Wood replied; Ms. Anthony advised it sounded like the District might not understand the program and how it was supposed to work. Chairman Koerner indicated he would go to the next Metro meeting to see what the issues were.

Chairman Koerner asked an audience member who was videotaping the meeting if she could introduce herself. She responded her name was Rebecca Marshall, a resident of El Paso County, who was with Springs Taxpayers. She asked if she was being interrogated and stated she had a right be at the meeting and to tape it. Chairman Koerner replied that it was a public meeting and she had the right to attend.

Mr. Wood indicated the plans for the Wichita Garage were on track and schedule.

Chairman Koerner asked about the traffic study, and would this take into account traffic when the Cog reopened. Mr. Wood stated he was told the Cog was no longer operating. Chairman Koerner asked why the potential Cog operation was not being considered. Mr. Wood responded this was additional cost. Chairman Koerner advised that he did not think a study without this factor was a realistic solution for the Metro District. Ms. Wood stated a hundred more parking spaces took a hundred more cars off the street.

Ms. Anthony stated the study had not been submitted or reviewed. Once it was evaluated, if the City had questions or issues, then the Metro District would have to have these addressed.

Mr. Wood stated he anticipated October construction. Ms. Anthony advised that since applications for development approval had not been submitted, they wouldn't be on a meeting until at least October. So any permits would not be possible until the end of the year or first of next year.

Mr. Wood stated the Metro District had been delayed because of the TPB and if they were delayed until November or December they would not make the August 2019 construction finish. Construction would take 8 months from the start.

Chairman Koerner asked if the Metro Board had any public comment meetings scheduled. Mr. Wood stated this would not be done until the applications were submitted to the City.

Mr. Wood advised that the Metro District supported the City developing a parking garage at the Hiawatha property.

ITEM 2. Request to Address Parking for the Residents in the 1000 Block of Manitou Avenue – Dale and Debbie Carley, Property Owners

Mr. and Mrs. Carley were not present. Board member Matas advised that he and Council Liaison Wolbrueck had advised they not pursue the Waltham RPP. Sherri Johnson reported to the board that the Waltham RPP was moving forward and the Parking Office had received a petition.

Board member Rosenkrantz asked Staff to look at how other City's handle downtown resident parking in paid areas.

ITEM 3. Website Updates and Comments

Board member Rosenkrantz indicated SP+ had made all the changes requested to date. She suggested waiting a couple of months for feedback before the next round of comments. She asked that board members go on the website and contact her with any issues or questions so that she can assemble notes to send to SP+ in the near future.

Ms. Anthony noted the Incline page needed to be added and she would get that information to SP+ now. It was suggested that the Metro District website should be linked from ParkManitou.com.

ITEM 4. Wayfinding Signs

Ms. Anthony reported that the Designer and Natalie Johnson had offered to help with getting the signs printed and the CDOT Permit, but she did not have an update on the progress. She agreed to get this and report at the next meeting.

Discussion regarding the location and text on the VMS boards ensued. The Cog management and owner of the Iron Springs Chateau had asked why they weren't on the board at Ruxton. It was suggested to look at a way to implement the red/green light signs without the parking ID.

ITEM 5. Hiawatha Parking Garage

The board discussed that Laura Newman was now the project manager and the Mayor had set up a task force. The board asked that Ms. Newman's PowerPoint presentation be provided and that she be invited to the next board meeting. It was noted there were no members of the Transportation and Parking Board on the Hiawatha Task Force.

Chairman Koerner stated the focus on the building at Hiawatha wasn't getting to the overall needs for space and use of the building was important.

Mr. Wood commented that the City would be counting on money from the Broadmoor.

Board member Minch noted he was part of the previous group with Ann Nichols and some other representatives needed to be involved.

Board member Minch left at this point in the meeting.

VII. NEW BUSINESS

ITEM 1. Discussion and Recommendation Regarding Lowering Fines in RPP Areas

Chairman Koerner stated there were complaints about the \$70 fines in the RPP areas and suggested reducing these to \$50.

Board member Matas stated the fines were \$35 and they were not effective at deterring illegal parkers.

Board member Rosenkrantz asked how many \$70 tickets were being written. SP+ advised about 22% of tickets were in RPP areas. Board member Rosenkrantz stated the board needed to know where the tickets were being written, what was the rate of dismissal and how many warning tickets were being written.

The board asked that this item be on the next meeting.

Mr. Wood left at this point in the meeting.

VIII. OTHER BUSINESS

ITEM 1. Updates and Discussion Regarding Parking Coordinator Program

Chairman Koerner asked if the program was working.

Sherri Johnson handed out a spreadsheet with information.

Board member Minch noted he had been doing pedestrian and shuttle surveys in front of Hiawatha and hadn't seen anyone.

Ms. Anthony confirmed that the parking coordinators were in the lot in back of the building.

Chairman Koerner stated that \$80,000 was being questioned by City Council. Further discussion ensued and the board generally agreed that the program was working and parking was being managed better than it had been.

Board member Minch noted that VMS signs were almost ½ the program. \$39,000 in labor and \$40,000 in VMS, radios, uniforms, etc.

The question regarding what to use for metrics to measure the program was posed. Board member Minch suggested looking at any effect on transactions might provide some information.

A customer survey was discussed and SP+ agreed to set this up.

ITEM 2. Barr Lot Usage

It was reported that the year to date revenue was only 34.6% of previous years.

It was mentioned that the 30 minute free parking was being used 2x more than other transactions and ending paid parking at 6pm also reduced revenue.

The board recommended developing a fine for abuse of the 30 minute free parking and asked that this be on the next month's agenda.

ITEM 3. Date for Board Retreat

The board agreed on August 30th for the Board Retreat.

IX. UPDATES

- Shuttle Operations
- Pedestrian and Bicycle Workgroup
- Wayfinding signs – CDOT permitting under way; signs that don't require permits being printed
- Shuttle On-Board Ads – being designed
- Change to paid parking rates on Ruxton – approved by City Council
- Ruxton Avenue Study – Process has started
- Transportation and Parking Comprehensive Study – 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 (August)
- Discussion and Recommendation Regarding Overnight Parking on Manitou Avenue (September)

XI. ADJOURNMENT

Hearing no further business before the Board, Chairman Koerner adjourned the meeting at 10:30am.

Submitted by Michelle Anthony, Senior Planner