



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

**I. CALL TO ORDER and INTRODUCTIONS**

A regular meeting of the Manitou Springs Transportation and Parking Board was held on Tuesday, October 23, 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  
Board Member JAY BEETON  
Board Member JOY PORTER (left @ 10:10am)  
Board Member VALERIE ROSENKRANTZ (left at 10:15am)  
Vice Chair NEALE MINCH (left at 10:23am)  
Board Member JON MATAS (left at 10:15am)

**ABSENT:** Board Member ROLF JACOBSON (excused)

**STAFF:** Michelle Anthony, Senior Planner  
Kevin Stevenson, SP+ Facility Manager  
Dane Lyon, SP+ Senior Manager

**GUESTS:** Susan Wolbrueck, City Council Liaison  
Dave Wood, Metro District Construction  
Brian Vitulli, Mtn. Metro Transit  
Aaron Shultz, AmeriCorps Vista Volunteer  
Dale Carley, D&D Liquor owner  
Debbie Carley, D&D Liquor owner  
Laurie Rogan, Waltham Avenue Resident

**II. APPROVAL OF AGENDA**

There were no changes to the agenda

**III. APPROVAL OF MINUTES**

**ITEM 1.** June 26, 2018

**MOTION:**

Board member Porter moved to approve the June Minutes with correction of a typo on the top of page 3, removal of the word "be" in the second line of the first paragraph.

**SECOND:**

Board member Beeton seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 5-0. (Board member Matas abstained as he was not present for the June Meeting.)

**ITEM 2.** July 24, 2018

**MOTION:**

Board member Rosenkrantz moved to approve the July Minutes with the addition of “Chairman Koerner stated it was a public meeting and she could attend” after the last sentence in sixth paragraph.

**SECOND:**

Board member Minch seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 4-0. (Board members Beeton and Porter abstained as they were not present at the July meeting.)

**ITEM 3.** August (No meeting)

Ms. Anthony noted there was no August meeting, therefore there were no minutes from that month.

**ITEM 4.** September 25, 2018

**MOTION:**

Board member Rosenkrantz moved to approve the September Minutes as presented.

**SECOND:**

Board member Beeton seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

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

**IV. PUBLIC COMMENT ON NONAGENDA ITEMS**

Laurie Rogan, resident of 68 Waltham Avenue, read a statement into the record about parking on Waltham. Ms. Rogan indicated she was not opposed to anything that would improve parking on that residential street was tricky, but she felt it was not unmanageable. She stated she had built a garage in 1996 so she would have a place to park, and after 22 years had received a ticket for parking in front of the garage on the street. Ms. Rogan further stated landlords in the area rent to tenants with too many cars, and that causes issues with parking on the street. With the installation of meters on Manitou Avenue, Banana Manor had lost their long-time street parking, so this further made Waltham more congested. She suggested the City provide two parking spaces on each side of Manitou Avenue and two in the Schmishny Parking Lot for Banana Manor to take six cars off of Waltham. She also recommended a 10 minute loading zone on Waltham for Banana Manor.

The board asked Staff about parking in front of garages; staff noted this was only allowed in Residential Parking Permit areas because this allowed parking enforcement to register and know what vehicles were allowed to block a private driveway. This sort of street parking had never been allowed and was the source of significant complaints by residents in many residential areas of the City who would either get blocked in or could not access their off-street parking. Ms. Rogan was directed to the Parking Manager to find out information on the Waltham RPP request.

## **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 the board had an unsatisfactory experience with the replat process for the Wichita Lot and were postponed at the October Planning Commission meeting to November, but were asking for further postponement to December. He stated the Metro Board was pursuing financing and they had settled on a design of the garage that was as good as they could get if the City was cooperative.

Chairman Koerner asked about the Creek Walk on the Wichita Property. Staff noted the Metro District was asking to revise that property dedication as part of the proposed replat.

Mr. Wood continued that the City was under some false assumptions – the Metro District was under no obligation to bridge Fountain Creek for the Creek Walk. The District had no financial responsibility for the Creek Walk and the current requirements put it at liability risk with people coming into the garage and the District was not willing to assume that risk.

Board member Rosenkrantz asked how people coming in from the Creek Walk could be differentiated from people in the garage to park vehicles. Ms. Wood stated the main concern was bicycles.

### **ITEM 2. 2019 Transit and Shuttle Operations**

Board discussion regarding the shuttle, the Cog Railway, and the Incline ensued. There was concern that Inliner parking was being accommodated in the Cog lot and this would mean those parker would need to be retrained to take the shuttle when that parking lot was no longer so available (once the Cog reopens). The board felt the reduction of traffic on Ruxton was not being achieved and this needed to be addressed in any Cog agreement.

Board member Minch noted that the City was doing a City-wide Mobility Study, which the Cog and City of Colorado Springs were participating in. He had spoken with a Cog representative and that person indicated the Cog was open to reduction of traffic on Ruxton and was looking at shuttling and off-site parking for Cog riders.

The board questioned what the difference was between the Mobility Study and the Ruxton Functionality Study. Staff noted that the Mobility study was looking at all kinds of modes of travel in the large context of the community. The Ruxton Study was related to just that street and determining what the needs are to make

Ruxton function to the greatest degree possible, related to sidewalks, on-street parking, traffic movements and the provision of transit in that corridor. The board noted concerns with the influence of Colorado Springs in both these studies.

Chairman Koerner noted the City needed to find ways to get more riders on the shuttles.

Board member Minch indicated he had performed an informal poll at the Hiawatha Parking Lot and found that about 2/3 of the parkers were walking into downtown or up to the Incline, so 1/3 were riding the shuttle. He stated here thought those numbers were more balanced the previous year, but with there being 300 parking spaces at the Cog, there was more capacity on Ruxton.

Board member Porter stated until the root issue of the Incline was addressed, the City was going to chase the problems by trying to control them through parking.

It was agreed to put the control of the Incline on the Special Meeting following the Board Retreat to make a recommendation to the City Council.

Ms. Anthony introduced Brian Vitulli of Mtn. Metro Transit and he was asked to sit at the table with the board. Mr. Vitulli provided information to the board on ridership, noting that although ridership was slightly down from 2017, this was still the second highest year of ridership since the program started and there were still a lot of cars not going up Ruxton. Mr. Vitulli handed out a sheet showing a proposal that would reduce Route 36 (east Manitou Avenue summer shuttle) that Mtn. Metro felt would still provide service, but would reduce hours and costs.

Board member Minch suggested that the shuttle needed to be marketed more to the motels in the corridor.

Dave Wood stated the Metro Board had been looking at putting parking into the URA area. Board member Porter indicated they might find there would be significant neighborhood push back on that.

Council liaison Wolbrueck stated the shuttle didn't provide as much information as possible, such as rules of the Incline and Shop/Dine promotions and other Chamber advertising. Board member Beeton stated there needed to be a clear vocal message or recording about where riders are being dropped off and respecting the Ruxton neighborhood.

Mr. Vitulli reminded the board that the shuttles are not tourist buses – the drivers do call out the next stop and there is a recorded message by the Mayor that is played at the last stop on Ruxton and at the Hiawatha stop. Ms. Anthony also noted there are advertisements on the shuttles that provide Incline rules and promote Manitou Springs, which she worked with the Chamber on. It was agreed that the Board needed to ride the shuttles so they would know what is actually occurring and present on them.

#### **MOTION:**

Board member Minch moved to recommend to City Council changes to the 2019 Route 36 Summer Shuttle service that would reduce costs approximately \$35,000, as follows:

- Start time of the service would be 10am instead of 8am
- End time of the service would be 9pm instead of 10pm Sundays through Thursdays, and 10pm instead of 12am Fridays and Saturdays.

**SECOND:**

Board member Beeton seconded the motion.

**DISCUSSION:**

Ms. Anthony asked if there were any proposed changes to the days of operation. Mr. Vitulli indicated that Mtn. Metro felt the days of operation were a good period to provide the service during. He also noted that if this was approved by the City, this change would be part of the public process required by their Federal funding and, as the entity paying for the service, the City's input would be heavily weighted, but this change would not be final until the required process was complete.

**VOTE:**

Motion passed, 6-0.

Ms. Anthony asked if Mtn. Metro had looked at the second bus added to Route 33 during the summer to see if there were any changes warranted. Mr. Vitulli indicated they had not looked at this and would be glad to provide information on that. Ms. Anthony asked if this could be done by the November 1 Board Retreat. Mr. Vitulli indicated he should be able to provide an evaluation and recommendation by then. Ms. Anthony indicated to the board this would be added to the Retreat agenda.

Chairman Koerner asked about the start time of Route 33. He was advised Route 33 ran from 6am to 8pm. Discussion regarding hours ensued. Mr. Vitulli advised that the Route 33 hours were not just set to address the Incline hikers, but also provided for the completion of the Manitou Springs bus route and were coordinated with Route 3 in and out of Manitou Springs. These hours provided people using transit to get to/from work or whatever purpose they were travelling.

Discussion regarding some of the issues and complaints about the bus operations ensued. Chairman Koerner noted the complaint about speeding buses on Ruxton, particularly when children were waiting for the school bus. Mr. Vitulli noted he had spoken with that complainant and asked for more information on time and day the issue had occurred. The buses are equipped with speed tracking and it was important to have the day and time in order to confirm speeding complaints.

Board member Beeton advised that it would be good, in regard to control of the Incline, to look at how hikers could be limited to taking the shuttle only. Staff noted this was something a consultant would likely need to look at in regard what capacity would be desired/necessary, what the equipment needs/schedule might need to be, etc.

Discussion with complaints about stop availability for riders going to the pool ensued. Mr. Vitulli suggested a stop near Crystal Park Road would provide for these riders and the board asked that Mtn. Metro implement this for the 2019 operations.

Aaron Schultz spoke about the issue with the bus layover at The Fields Park blocking the access ramp to the Creek Walk. Mr. Vitulli indicated Mtn. Metro was aware of this issue and when Route 36 began operations for summer 2019 they would ask the drivers to not pull up across that ramp.

It was suggested the route map be provided in the bus. Staff noted that this was provided as one of the advertising posters on the bus. It was suggested the Chamber should provide copies of the shuttle brochures around town, and especially on the east end.

Discussion ensued about connecting the shuttle to the Garden of the Gods Trading Post; Tim Haas had indicated his interest and willingness to look at changes to his existing parking to facilitate this. Ms. Anthony noted this would likely require additional funds or reducing Route 36 going into the Downtown in order to make the headways work. She indicated Staff support for looking at this for the future, but did not recommend this be implemented in 2019. She noted the proposal needed to be examined to determine if there is sufficient parking capacity to warrant the connection, what changes might cost or if trading the downtown for the Trading Post would be advised, etc. This might be something to look at and consider for 2020.

Mr. Vitulli thanked the board and left the meeting.

**ITEM 3. Status of Implementing Free/Reduced Rate Parking to Residents/Businesses**

Ms. Anthony reminded the board of the background of this item, noting that given the state of the revenue deficit that parking was experiencing and the use of the 30-minute free parking, it was fortunate this program had not been implemented. She recommended the board postpone this discussion indefinitely; if the City wanted to look at this again in the future, then it could always be brought forward.

Board member Rosenkrantz stated she did not want to lose track of this potential program.

**MOTION:**

Board member Rosenkrantz moved to put this item on the 2019 Board Retreat agenda for further evaluation and discussion.

**SECOND:**

Board member Minch seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 6-0.

**ITEM 4. Review of Parking Rates and Ticket Fines**

Ms. Anthony informed the board that the Council was interested in looking at changes to parking rates and policy decisions such as charging for parking in the Hiawatha Lot, or just charging for events in the lot. Staff noted a previous recommendation regarding Hiawatha event parking, but suggested this should be revisited before going to Council, given the current interest and direction.

Board member Minch stated the board needed to look for savings or revenues. SP+ should provide at least present choice points for rate or other parking management changes and outline the pros and cons of the approaches. He noted even a \$.25/hour rate increase on-street and going from \$5 to \$6 all day in the lots would increase revenues.

Dave Wood stated there were some brilliant ideas about revenue and suggested giving City residents a hang-tag to park for free and implementing seasonal rates from May to September.

Board member Porter advised that free parking hang-tags would negate revenue increases and the community wanted to be welcoming, not gouge visitors.

Board member Rosenkrantz stated she liked the idea of peak/off-peak rates and potentially eliminating or reducing 30-minute free parking in peak.

Board member Beeton stated he did not support changes that would make the program confusing; he was not opposed to ratcheting rates up a little. He reminded the board that the 30-minute and ending paid parking at 6pm were changes they knew would have revenue impacts, but were done to benefit residents and based on community input.

Board member Matas agreed with Board member Beeton's comments.

Board member Minch stated he supported a modest rate increase and minimal changes (communicating seasonal shifts or other changes were a major weakness and had been nightmares in the past), but need to make clear recommendation to City Council.

Chairman Koerner noted that the increase to parking rates has come up in discussions at the Metro Board and the Chamber had not supported charging more than the current \$1/hour. He did not support changing the current rates.

***Board member Porter left at this point in the meeting.***

Council Liaison Wolbrueck stated it was unreasonable to think that rates could not be raised at all and \$.25/hour seemed reasonable. She agreed consistency was important.

It was agreed that this topic would be discussed at the Board Retreat, where SP+ would bring information on options for rate or parking management changes that would benefit revenue.

Board member Minch noted that implementing paid parking in the 500 block of Manitou Avenue and around Memorial Park should be looked at.

***Board members Rosenkrantz and Matas left at this point in the meeting.***

Dave Wood stated that implementing paid parking around Memorial Park was a good idea. He noted there was discussion about making Canon Avenue two-way, or other changes that would eliminate all or most on-street parking, which did not make sense. He stated the City and the Metro District needed to increase revenues and parking capacity.

Ms. Anthony confirmed the board wanted SP+ to provide the following information at the Board Retreat:

- Look at rates and any seasonal changes in Estes Park, Glenwood Springs, Steamboat Springs, and Durango in comparison to Manitou Springs
- Provide an evaluation of the rate options for raising the on-street \$.25/hour on-street and \$6 all day in the lots
- Provide its own recommendations for rates and management changes
- Evaluate implementing paid parking around Memorial Park

*Board member Minch left at this point in the meeting.*

**ITEM 5.** Review of Use of 30-Minute Free Parking

**ITEM 6.** Discussion Regarding Combining Metro District and TPB Boards

**ITEM 7.** SP+ Draft Contract Review

Chairman Koerner advised the remaining board members that discussion of the remaining Old Business Items and the Other Business items would not be held based on the lack of members left in the meeting.

## **VII. NEW BUSINESS**

There was no New Business to discuss.

## **VIII. OTHER BUSINESS**

**ITEM 1.** Review and Recommendation on 2019 Parking Budget to City Council

**ITEM 2.** Review of TPB Retreat Agenda – November 1, 2018

## **IX. UPDATES**

- Bike and Pedestrian Work Group – Aaron Schultz
- Wayfinding Signage – contract executed with Designer and signs being printed: CDOT Permit applied for; estimates (time and cost) being obtained for installation of signs.
- Ruxton Avenue Study – On Hold; May be Combined into Mobility Study
- Manitou Springs Mobility Study – Under Contract Discussions
- Crystal Park Road Task Force – Board Member Porter
- ParkManitou.com – On Retreat Agenda for Review of Current Status and Goals for 2019
- Parking Management and Financial Report

## **X. FUTURE AGENDA ITEMS**

- Waltham and Lower Washington RPPs – Neighborhood Meetings Scheduled; TPB Recommendation – November Regular Meeting
- RPP Task Force – Board Retreat for Goal and Timeframe Discussion
- Downtown Resident and Employee Parking – November Regular Meeting
- TPB Streamlining Decisions – Future Subcommittee Dates TBD 2019
- Rules for “Standing” Vehicles in RPPs and Other Areas - 2019
- RFP for Ticket Collection Services – 2019

## **XI. ADJOURNMENT**

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

*Submitted by Michelle Anthony, Senior Planner*