



**TRANSPORTATION AND PARKING BOARD
REGULAR MEETING AGENDA
City Hall - Council Chambers
Tuesday, January 29, 2019 – 8:37am**



I. CALL TO ORDER and INTRODUCTIONS

Acknowledged resignation of Jay Beeton and, for the record, thanked him for his service.

II. APPROVAL OF AGENDA

Moved items 6 and 7 up before item 4.

III. ELECTION OF OFFICERS

1. Chair – Bill Koerner elected
2. Vice Chair – Neale Minch elected

IV. APPROVAL OF MINUTES

3. December 18, 2018 – approved with minor amendments

V. PUBLIC COMMENT ON NONAGENDA ITEMS

(Public Comments may be limited to three minutes or less and the Board may not take action on nonagenda items. If these parameters do not work for your issue, please contact Staff to request placement on an Agenda.)

VI. OLD BUSINESS

4. Update Regarding Waltham Avenue Residential Permit Parking Area Application – Staff provided overview of 1/23 neighborhood meeting. Advised that intent was for RPP to be on February agenda for review and recommendation. Sending letter to all residents to confirm the RPP operation details and to provide information on remainder of process. Also, consensus of those residents present at the neighborhood meeting supported accommodating the Carley's three units on the parcel fronting Waltham Avenue. Staff reported neighborhood supported removing paid parking on Manitou Avenue and implementing RPP to accommodate remainder of Carley's units on parcel fronting Manitou Avenue. Staff informed the board that the intent would be to present options for Manitou Avenue at the February meeting as well under a separate item.
5. Discussion and Recommendation Regarding Lower Washington Avenue Residential Permit Parking Area Application. Approval recommended to City Council, 5-0.
6. Parking Management and Financial Report – Parking Manager reviewed report for the board. It was noted there were no #s provided for pay-by-phone. SP+ indicated they would pull those numbers out and start providing separately in the report.
 - a. Review and Comment on Revised SP+ Contract
 - b. Initial Discussion Regarding 2019 Transportation and Parking Work Plan – discussed:
 - that Staff had not yet reviewed or commented on contract
 - the scorecard that was previously recommended, that includes some KPIs not currently listed. Staff indicated it would provide for Staff, Council and SP+
 - listing KPIs in the contract, instead of just in the annual workplan;
 - “thought leadership” needs to be part of KPIs/Contract;

- placing real-time parking identification in contract and if this was too specific an item for the contract, and should be in work plan. However, a general “technology” item would be appropriate in contract;
 - website content needs to be driven by City staff, not TPB volunteers and this should be specified;
 - the survey on the work plan needs to specify that will be coordinated with the Chamber;
 - SP+ being hired as experts and wants innovation and ideas and costs to be brought forward without the City having to request – this should be in contract;
 - Contract scheduled for review by City Council on 2/26/2019
- c. Programmable Electronic Message Board - Use, Lease, Purchase
Discussed using existing, City message boards and potentially purchasing one or more boards that are programmable online, not at the board. Those kinds of boards not available for rent. SP+ asked to bring information on purchase of board to next TPB meeting and board asked that the Parking Manager request the use of the City boards whenever they are available. The board asked SP+ not to wait for direction on these kinds of actions.
7. Metropolitan Parking District Updates
Board heard that the Wichita garage was on hold. The Metro board was looking at repairs or replacement of bridge and installing a barrier to block large trucks from using it. Agreed to let anyone use the Traffic Study that was done on the garage and posted it on the Metro page on the City website. Metro wants to partner with Chamber to bring more shopping traffic into town and a Metro board member was working on this.
- The issue of trees along the creek at the Wichita Lot was discussed. Staff requesting more information on location and potential impact on trees from proposed modification of creek walk dedication via Minor Subdivision. The TPB asked that they be provided an update on the purpose of the proposed replat at the next month’s meeting.
- a. Review of Services the City/SP+ Provides to Metro – there was brief discussion, but no action or significant comments on this topic.

VII. NEW BUSINESS

8. Presentation for Board Input Regarding Economic Development Actions Related to Signs by Chamber and Others – Neale Minch presented information on the proposal by the Chamber to install new and additional entryway and wayfinding signs.

VIII. OTHER BUSINESS

9. Discussion Regarding Strategy for Incline Hiker Parking and Recommendation on Increase to Barr Lot and Upper Ruxton Parking Fees – Board discussed and moved to recommend to City Council raising the Barr Lot fee to \$10/vehicle and to keep the Ruxton on-street parking rate at \$5/hour, 3-1. Chairman Koerner cast the negative vote and stated he was concerned with being able to provide funds for Barr Trail repairs from revenue out of the Barr Lot.
10. Hiawatha Lot and Building Update and Review of Cog Artifacts Availability – brief discussion, with no action.

11. Review and Recommendation Regarding TPB Standard Operating Procedures – brief discussion regarding how much information should be in the SOPs. Staff to review the new Board and Commission Ordinance and recommended holding off on SOPs until new ordinance was finally adopted.

X. UPDATES

- Parking Wayfinding Signs – Approximately 75% of signs are installed; largest signs working with Public Services regarding concerns with wind loads.
- Bike and Pedestrian Work Group – Aaron Schultz reported that group has chosen name – Pedestrian and Cycle Manitou (PaCMAN). It was noted this was not created as a TPB subcommittee, but a Task Force under the City Council on several items and would bring anything it needed TPB support for to the Board.
- Ruxton Avenue Study – On Hold until after June 2019
- Manitou Springs Mobility Study – Report Expected June 2019 – Board member Rosenkrantz
- Crystal Park Road Task Force – Board Member Porter
- ParkManitou.com – Send Comments and Ideas to Board member Rosenkrantz

There was discussion regarding addressing increased parking capacity for the summer. SP+ reported that the private properties it contacted last year had not been interested in allowing parking. The board asked that those contacts be provided to the City for follow-up.

XI. FUTURE AGENDA ITEMS

- RPP Task Force – Goal and Timeframe Discussion - March Regular Meeting
- Downtown Resident and Employee Parking – March Regular Meeting
- Report on Potential Partnership with Private Parking Owners – March 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
- Vision and Policies for Future Transportation and Parking Decisions
- Discussion Regarding Parking Capacity: Collection and Evaluation of City-wide Data to Confirm/Quantify Seasonal, Year-Round, and/or Event Capacity Issues

XII. ADJOURNMENT - 11:07am

Board Members:

Bill Koerner, Chair
Neale Minch, Vice Chair
Joy Porter (left at 9:29am)
Valerie Rosenkrantz (left at 10:25am)
Rolf Jacobson (arrived at 8:40am)
Jon Matas

Staff and Liaisons:

Michelle Anthony, Senior Planner
Kevin Stevenson, Facility Manager
Dane Lyon, SP+ Senior Manager
Susan Wolbrueck, Council Liaison
Aaron Shultz, on Behalf of Chamber of Commerce
Lisa Quintana, Chamber Board Liaison
Bob Todd, Councilperson

Public:

Connie Brachtenbach, Waltham Avenue
Victoria Gregor, Waltham Avenue
David Combs, Waltham Avenue
Laura Rogan, Waltham Avenue
Debbie Carley, Waltham/Manitou Ave Prop Owner
Dale Carley, Waltham/Manitou Ave Prop Owner