



MANITOU SPRINGS CITY COUNCIL WORK SESSION AGENDA

City Council meetings are held as hybrid, Zoom (remote) or
in-person at Memorial Hall.

Memorial Hall

606 Manitou Avenue

Manitou Springs, CO 80829

Remote: www.manitouspringsgov.com; click on meeting
link under "Government; City Council" page

Position	Name	Term Expires
Mayor	John G. Graham	January 2, 2026
At-Large	Judith Chandler	January 2, 2028
At-Large	John Shada	January 2, 2028
At-Large	Julie Wolfe	January 2, 2028
Ward 1	Mayor Pro Tem Natalie Johnson	January 6, 2026
Ward 2	Nancy Fortuin	January 6, 2026
Ward 3	Michelle Whetherhult	January 6, 2026

January 14, 2025

6:00 PM

NO DECISIONS WILL BE MADE AT THIS WORK SESSION

- A. **CALL TO ORDER**
 - B. **ROLL CALL**
 - C. **DISCUSSION**
 - 1. Soda Springs Park Parking
 - 2. Urban Tree Canopy Assessment
 - D. **RECEIVE COUNCIL CORRESPONDENCE**
 - E. **CITY ADMINISTRATOR REPORT**
- ADJOURN**

The City of Manitou Springs does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services or activities. Reasonable accommodation will be provided to ensure equal access to all. Individuals who would like to request auxiliary aids or services should contact the ADA Coordinator at (719) 685-5481 or jfryer@manitouspringsco.gov. You may also contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554. Please provide a minimum of 3-5 days advance notice.



Memorandum

Title: Soda Springs Park Parking

From: Roy Chaney - Deputy City Administrator/Public Services Director & Shelly Raden - President, The Little London Winds

To: Mayor and City Council

CC: City Administrator Denise Howell

Allocated Time: 30 Minutes

January 14, 2025

Purpose:

To outline parking considerations for the Soda Springs Park staging area and recommend a temporary solution for the 2025-2026 season to address performer needs while maintaining community-supported programs.

Background:

The parking area behind the stage at Soda Springs Park has been utilized by events such as Little London Winds and other community programs for over 30 years, with no reported accidents or incidents. Historically, this parking arrangement has provided performers with safe and convenient access to the stage, contributing to the smooth operation of events. However, Council recently requested the elimination of parking behind the stage due to safety concerns.

Following our discussion regarding the parking situation, we believe that implementing appropriate controls can enhance safety and facilitate the continued use of the area for the 2025-2026 season. Additionally, we propose discussing the need for some parking behind the stage area in the new design due to these same challenges or exploring the possibilities of using Hiawatha Gardens when it is ready for events. Ultimately, decisions regarding parking in the new design at Soda Springs will be up to Council and can be determined as part of the project discussions. For now, our priority is to maintain programs in Manitou Springs that residents support.

Pros and Cons:

Pros:

1. Provides convenience for performers to load and unload equipment efficiently.
2. Enhances safety by reducing the need to carry heavy or bulky items over long distances.
3. Improves operational efficiency for events with tight schedules.
4. Projects professionalism by offering a seamless experience for event organizers,



performers, and attendees.

5. Allows for the continuation of community-supported programs in Manitou Springs at the Soda Springs Park.

Cons:

1. Temporary adjustments may require additional oversight to ensure safety parameters are met.
2. Future discussions will still need to address permanent parking solutions as part of new design considerations.

Fiscal Impact:

N/A

Workload Impact:

Minimal. Existing staff can manage parking controls within current resources.

Recommended Action:

The City staff is seeking direction regarding parking behind the stage at Soda Springs Park within our safety parameters and regulations for the 2025-2026 season or until another venue becomes available that could work for these types of events that need such access. This temporary measure ensures the continuation of community-supported programs while offering flexibility for future planning. Council may determine parking needs as part of broader discussions on the new Soda Springs Park design.



AGREEMENT FOR USE OF DIRT AREA AT SODA SPRINGS PARK FOR EVENT PARKING
City of Manitou Springs, Colorado

This agreement is made and entered into by and between:

The City of Manitou Springs ("City")

_____ [Event Organizer Name] ("Event Organizer")

Purpose:

This agreement outlines the terms and conditions for the limited use of the dirt area at Soda Springs Park for parking by the Event Organizer during events, for the safety of park users and to ensure responsible parking practices.

Terms and Conditions:

1. Parking Limit:

The Event Organizer is permitted to use the designated dirt area at Soda Springs Park for parking up to 15 vehicles. The total number of vehicles shall not exceed this limit at any time during the event.

2. Parking Sighter Requirement:

The Event Organizer is required to provide at least one designated Parking Sighter during the event. The Parking Sighter will be responsible for guiding vehicles in and out of the dirt lot to ensure the safety of all park users, minimizing the risk of accidents or harm.

3. Safety Considerations:

All vehicles must adhere to the instructions of the Parking Sighter and operate with extreme caution to protect the safety of park users. Failure to do so may result in immediate termination of parking privileges.

4. Duration of Agreement:

This agreement is effective for the calendar year 2025 only. The terms of this agreement will be revisited and reassessed prior to the 2026 event season to determine future parking arrangements.

5. Enforcement and Penalties:

Failure to adhere to the conditions outlined in this agreement, including exceeding the vehicle limit or failing to provide a Parking Sighter, may result in the immediate suspension of parking privileges in the dirt lot for the remainder of the event. Repeated violations may lead to the Event Organizer being barred from using the dirt area for parking in future events.

6. Review and Renewal:

Prior to the start of the 2026 event season, both parties agree to meet and discuss any necessary modifications to this agreement for future events.

Acceptance of Terms:

By signing below, both parties acknowledge and agree to abide by the terms outlined in this agreement.

Event Organizer Signature: _____

Date: _____

City of Manitou Springs Representative Signature: _____

Date: _____



Memorandum

Title: Urban Tree Canopy Assessment

From: Gillian Rossi, Parks & Recreation Director, and Joshua Radey, Senior GIS Technician

To: Mayor and City Council

CC: City Administrator Denise Howell

Allocated Time: 30 minutes

January 14, 2025

Purpose:

To present findings from an assessment conducted by the Parks & Recreation and Public Services Departments to assess the percentage of tree canopy coverage over the City of Manitou Springs.

Background:

A tree inventory including streetscapes and parks within the City of Manitou Springs was presented to City Council on February 6th, 2024. A tree canopy assessment was requested after the inventory presentation to show the percentage of tree canopy cover over the City of Manitou Springs. Findings from this baseline assessment ("baseline" due to the aerals used were from 2020) indicate that the City's tree canopy coverage in City parks is 41.22% and in commercial core areas (downtown, URA, West Manitou) is 15.75%. According to American Forests (national conservation nonprofit), tree canopy goals in the state of Colorado average at 24%.

Pros and Cons:

N/A

Fiscal Impact:

\$700 (GIS software) and 100+ staff hours

Workload Impact:

Significant time was spent on this project from Public Services staff, specifically on mapping out canopy coverage based on the available aerial imagery.

Recommended Action:

No formal action is required. City staff is providing this information to the Council so they may compare the findings from this baseline assessment to findings from the upcoming 2024 assessment and discuss the staff's proposed recommendations to promote the



City's urban forest and increase sustainable canopy coverage.



Urban Tree Canopy Assessment

January 14, 2025

PRESENTATION BY:

JOSHUA RADEY, SENIOR GIS TECHNICIAN

GILLIAN ROSSI, PARKS & RECREATION DIRECTOR



Background

Tree Inventory Presentation to City Council

- February 6, 2024
- Included streetscapes and parks within the City of Manitou Springs

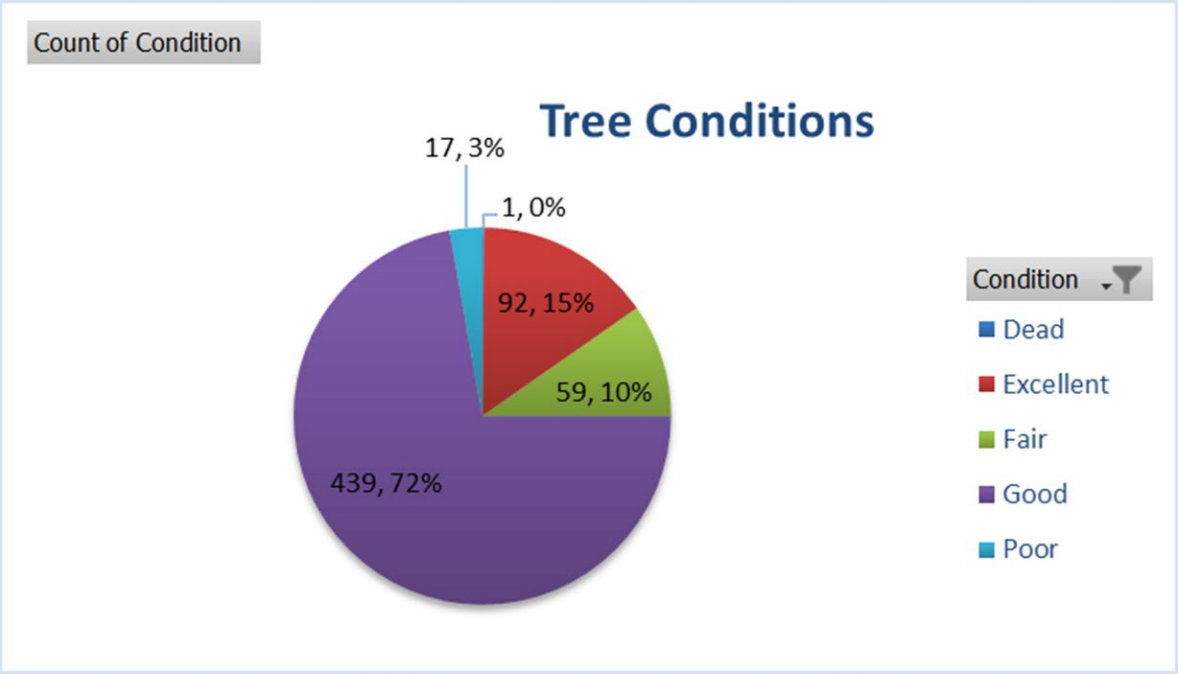
Request for further information via a **Tree Canopy Assessment**.

Definitions

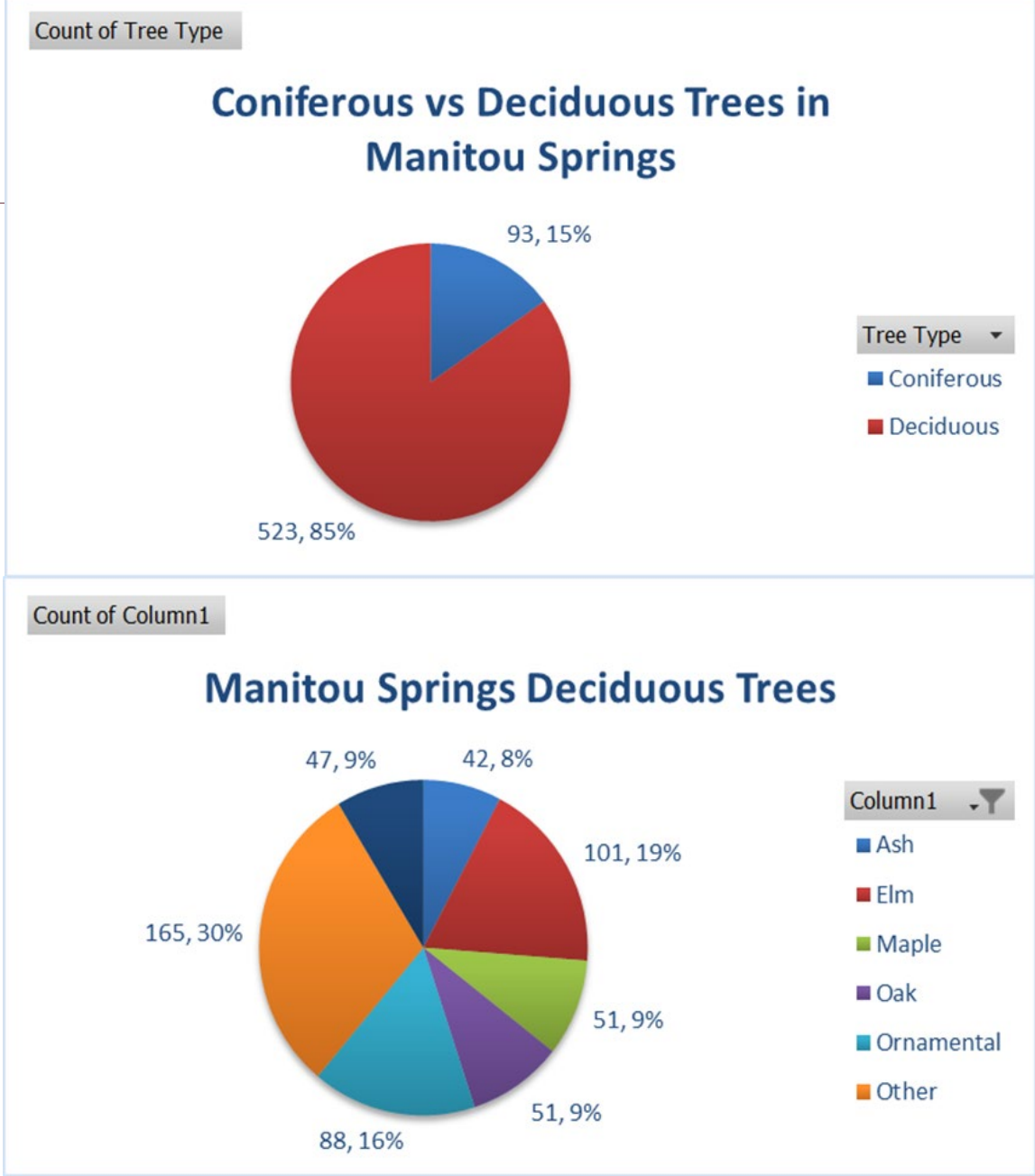
Tree Inventory: A bottom-up strategy that maps the locations and records the condition of trees in a defined area.

Tree Canopy Assessment: A top-down approach that uses satellite imagery to map out the coverage of tree canopies over a defined area.

Tree Inventory Findings



Information taken from 2023 GIS Tree Inventory – Parks and Downtown trees.



Current Conditions, Deficiencies, & Future Plans



Current Conditions:

- The City's parks and streetscapes are on the right track.
- Fair species diversity, age distribution, and condition.

Deficiencies in Tree Inventory:

- Did not reflect private property trees, riparian corridor, or any parts of the City outside of the project scope (Parks and Downtown).

Future Plans:

- Increase species diversity when selecting new trees for planting.
- Tailor planting plans to the landscape as a whole, not just what is shown in the inventory.
- "Plant for the Future" – factor in natural tree age related decline/loss, plan ahead for insect and disease issues (ex. Emerald Ash Borer), incorporate new planting plans into City projects.

Urban Tree Canopy Assessment Overview



Purpose: To assess the percentage of tree canopy coverage over the City of Manitou Springs and use captured data as a baseline for future assessments and planting plans.

Assessment Boundaries: City Limits of Manitou Springs, Colorado

- 2,015 acres – 3.15 square miles

Results:

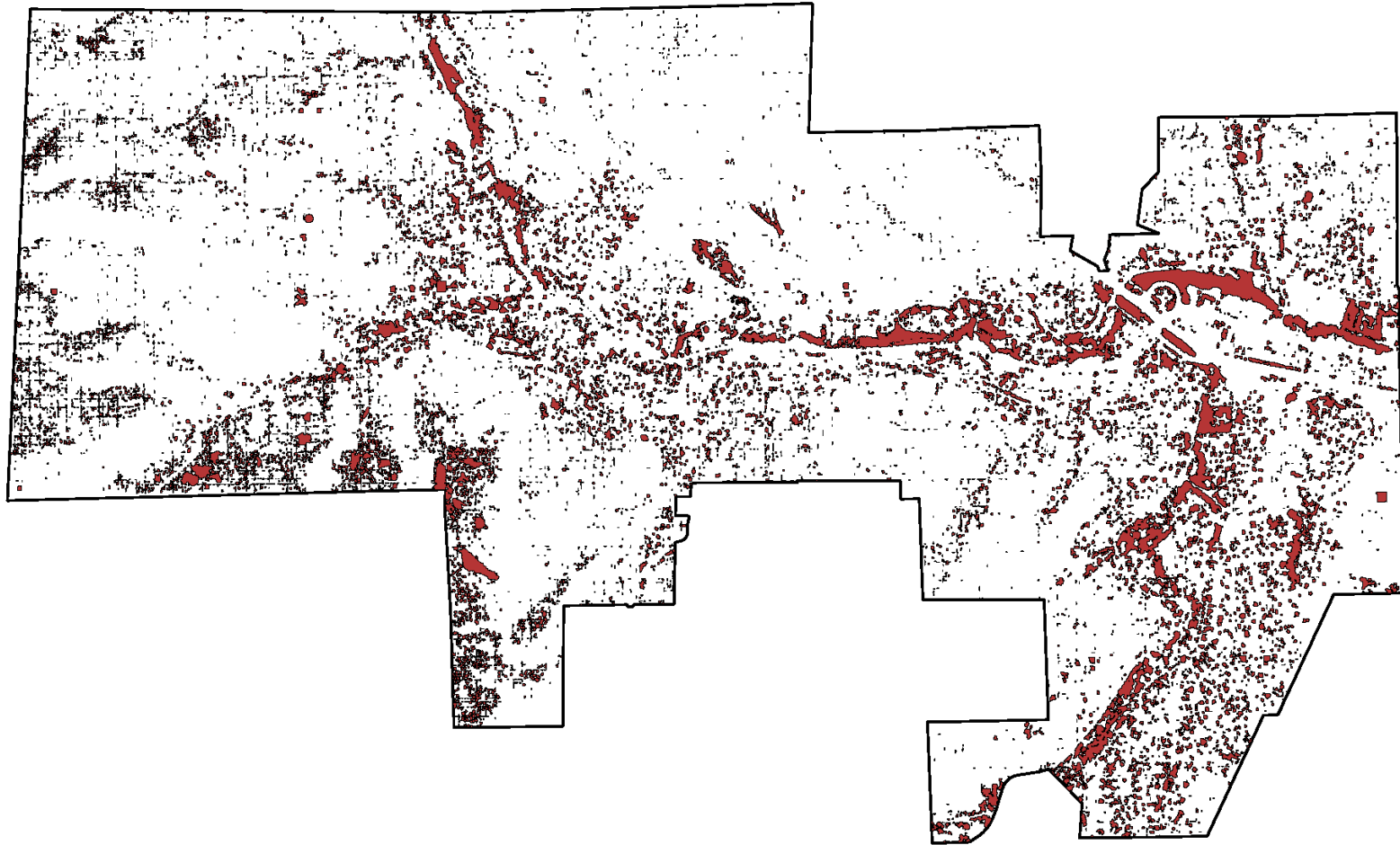
- **41.22%** tree canopy cover in **city parks**
- **11.5%** tree canopy cover in **Commercial Core zone**
 - Manitou Avenue (Old Mans Trail to Ruxton Roundabout)
- **16.7%** tree canopy cover in **Urban Renewal Authority zone**
- **19.05%** tree canopy cover in **West Manitou zone**
 - Ruxton Roundabout to Serpentine Roundabout



Project Methodology

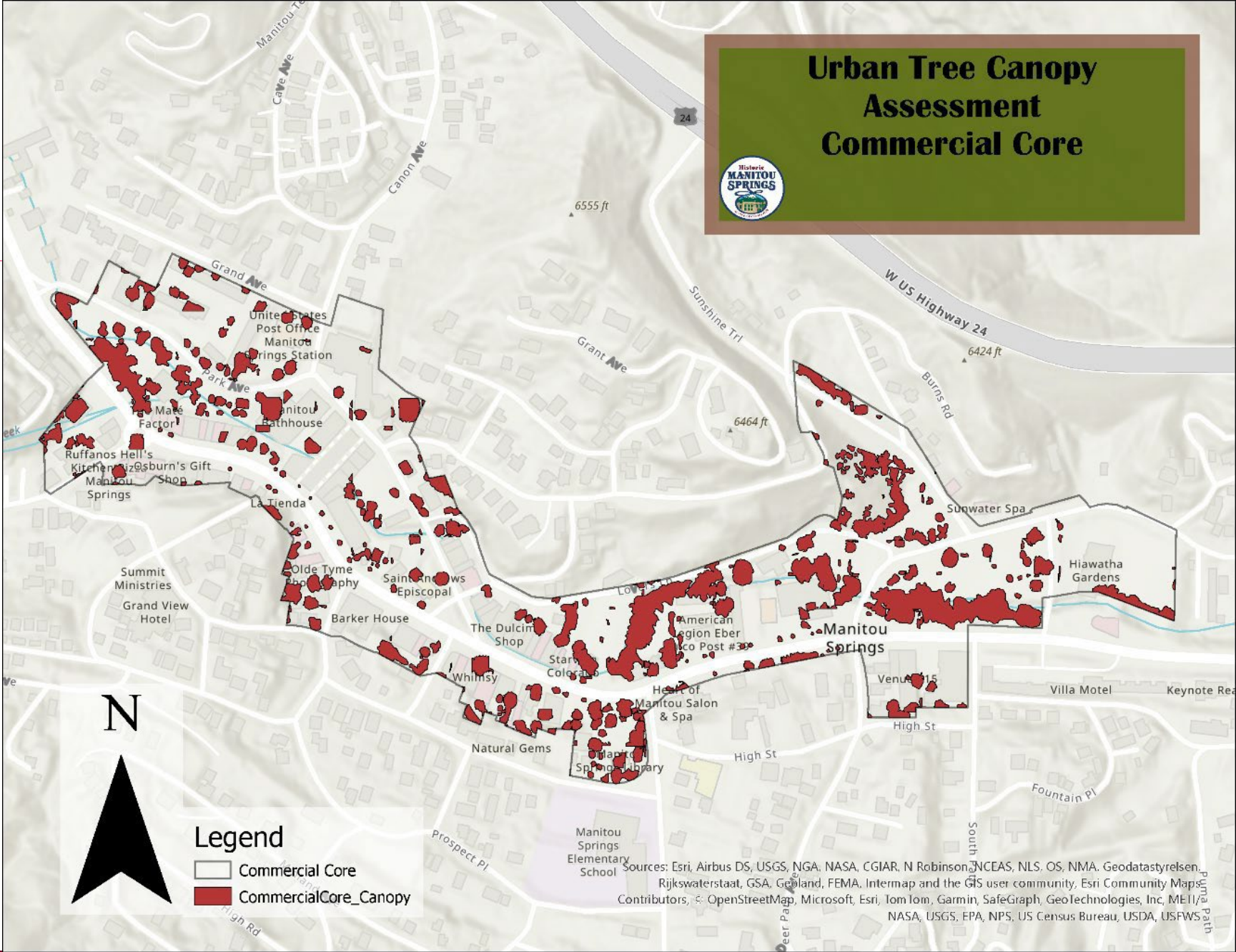
- Project was carried out utilizing ArcGIS Pro Software
- Aerials
 - Acquired from El Paso County's 2020 Public Records
 - Processed using the 'Detect Objects using Deep Learning Package' function
 - Ran under 6 variations of the Tree Detection Deep Learning Package
 - Results compiled to create the 2020 Tree Canopy Overview Layer

Urban Tree Canopy Overview



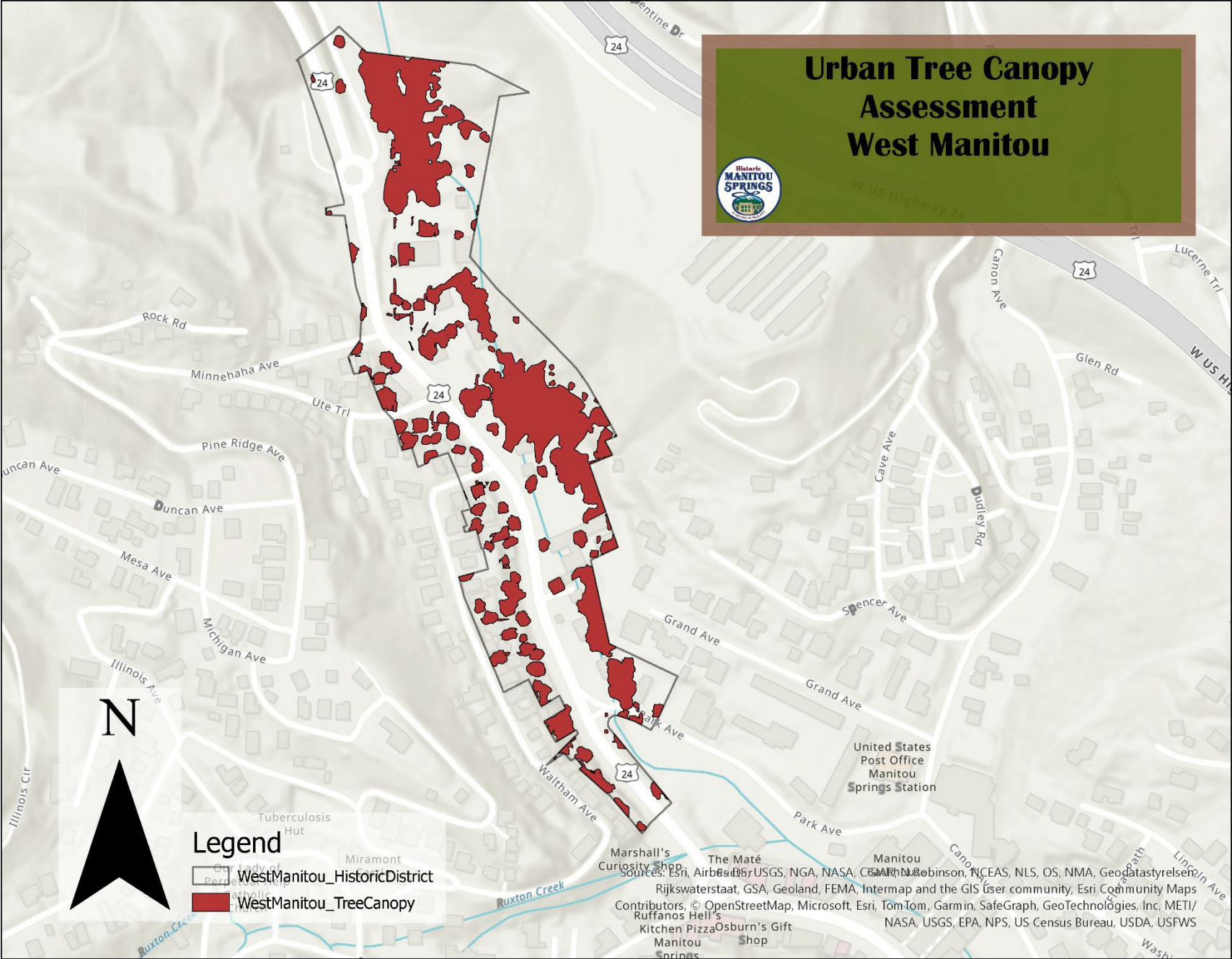
Commercial Core Zone

Commercial Core Zone:
11.5% (7.53 of 65.51 Acres)



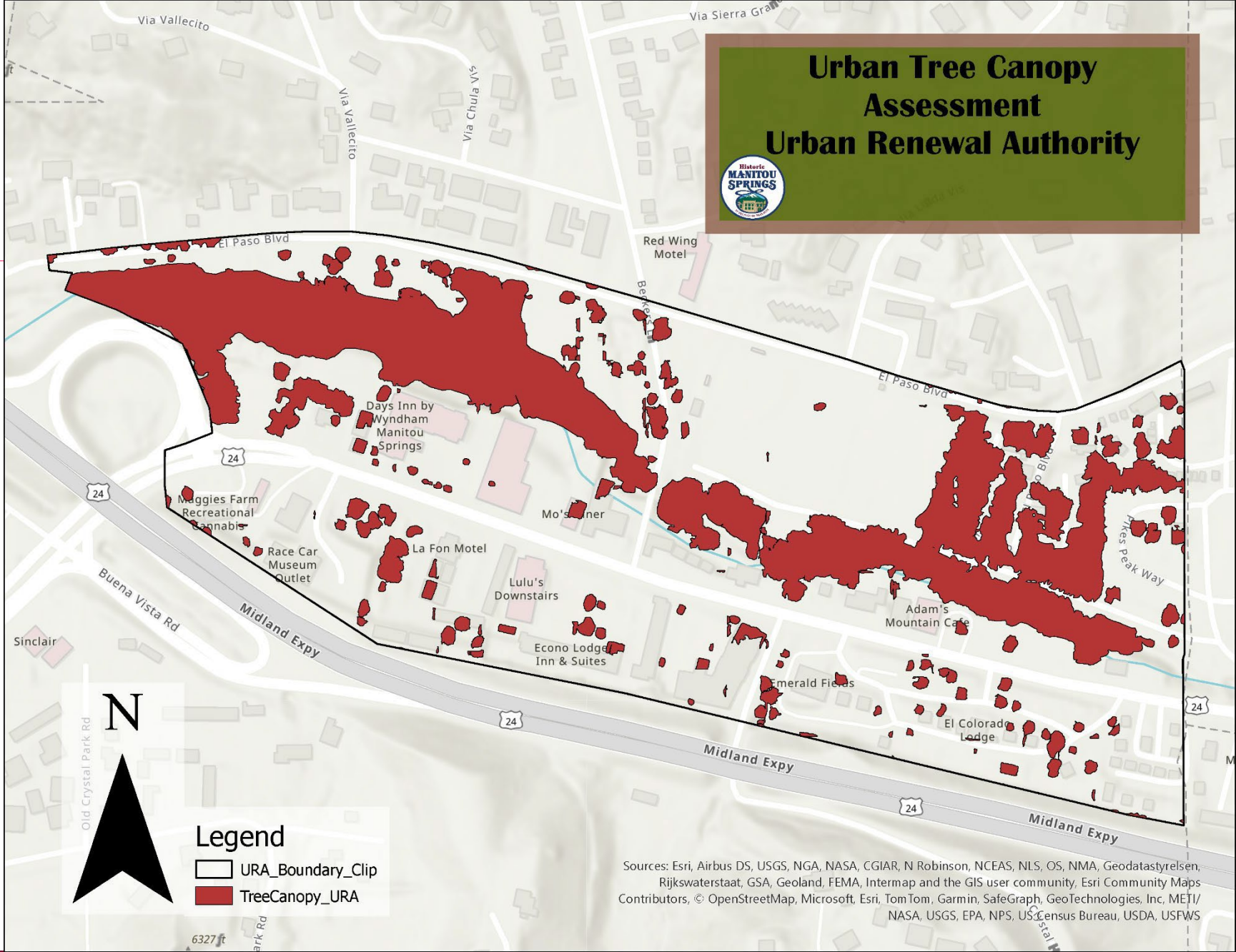
West Manitou Zone

West Manitou Zone:
19.05% (4.63 of 24.31 Acres)



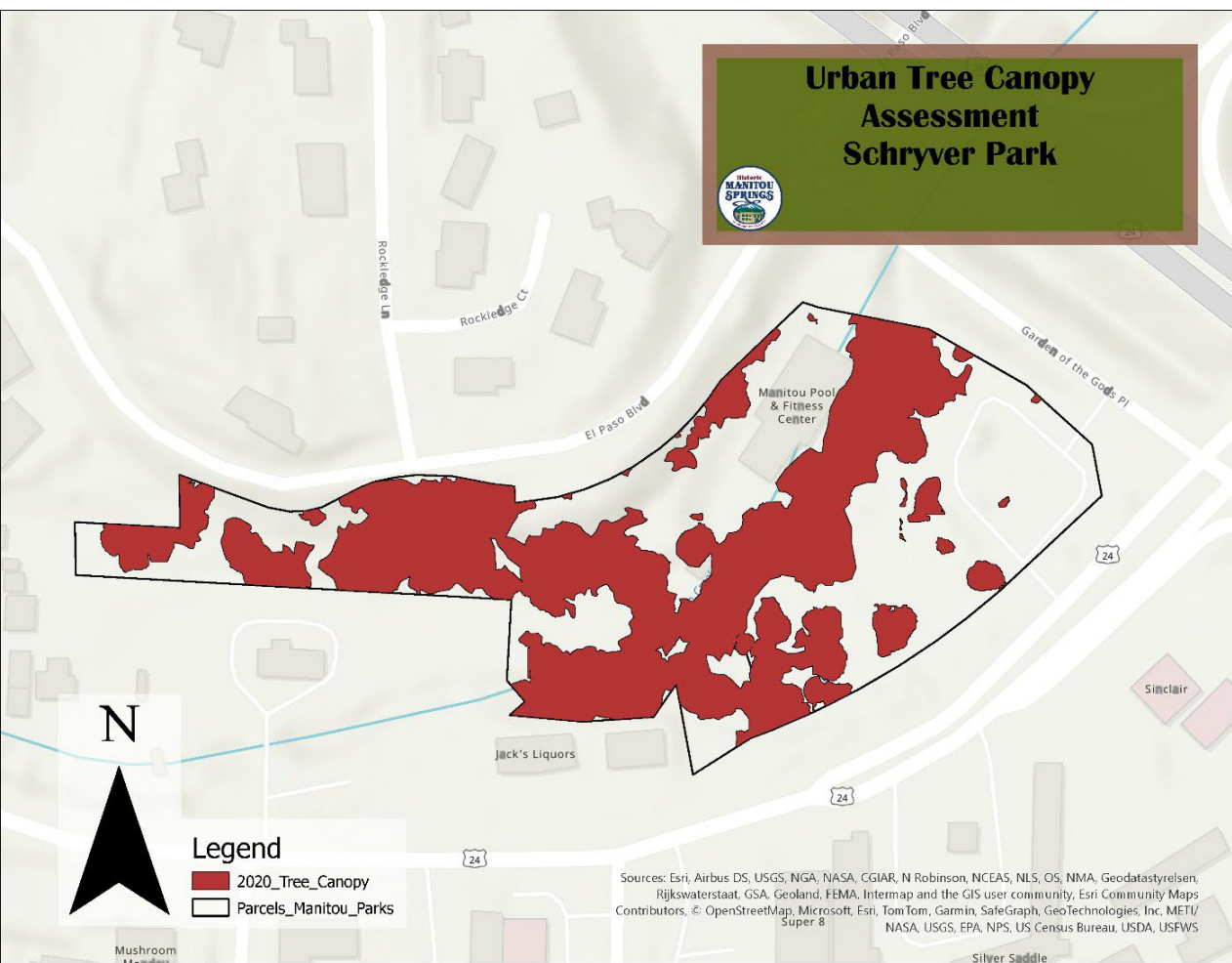
Urban Renewal Authority Zone

Urban Renewal Authority Zone:
16.7% (14.58 of 87.29 Acres)



City Parks

Schryver: 55.84% (2.72 of 4.87 Acres)



Fields: 55.77% (3.51 of 6.29 Acres)

City Parks

Seven Minute Spring:

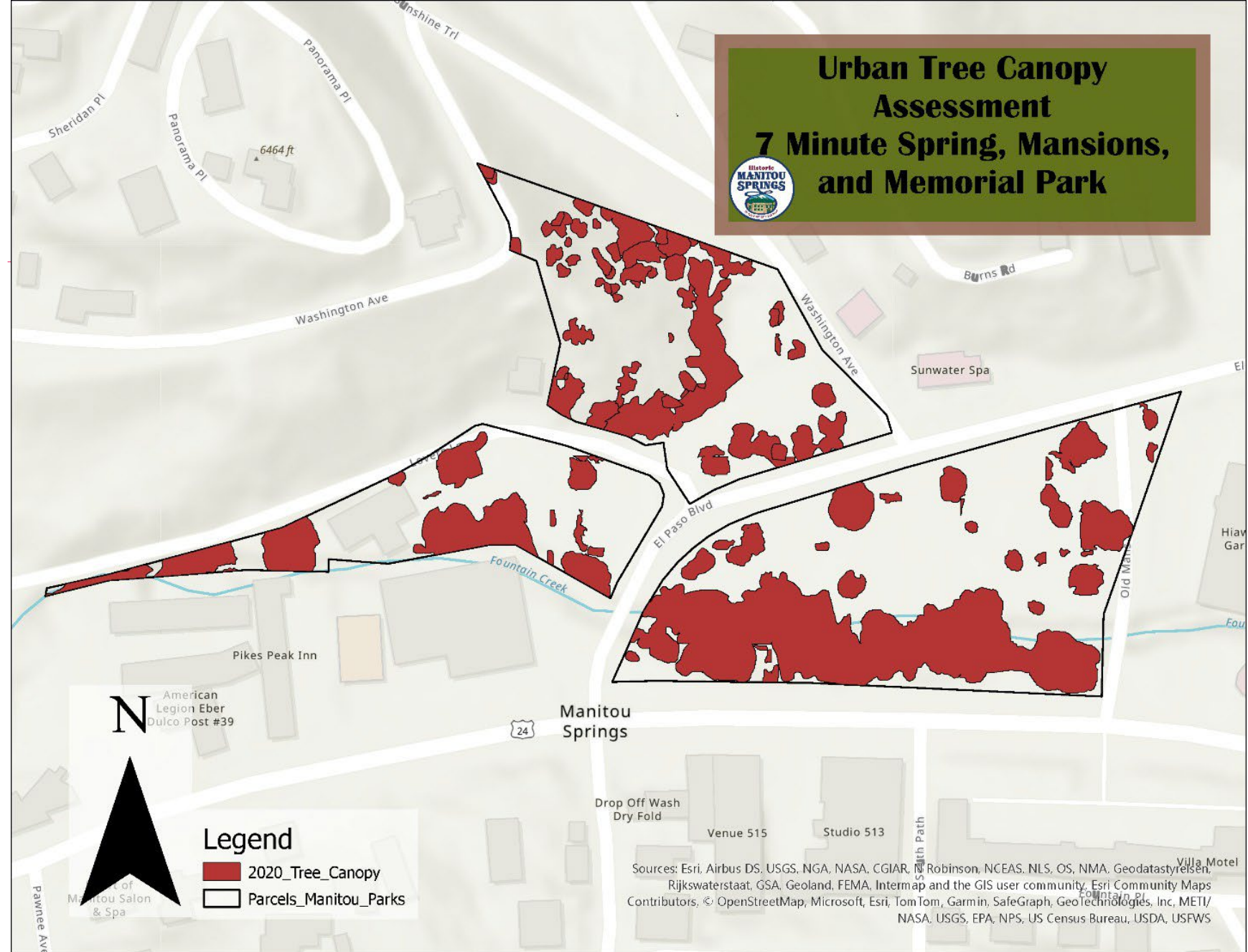
35.76% (.62 of 1.73 Acres)

Mansions:

31.67% (.36 of 1.14 Acres)

Memorial:

52.54% (1.114 of 2.12 Acres)



City Parks

Mabel Willie: 24.1% (.058 of .24)



Bill Bauers: 50.43% (.43 of .85)

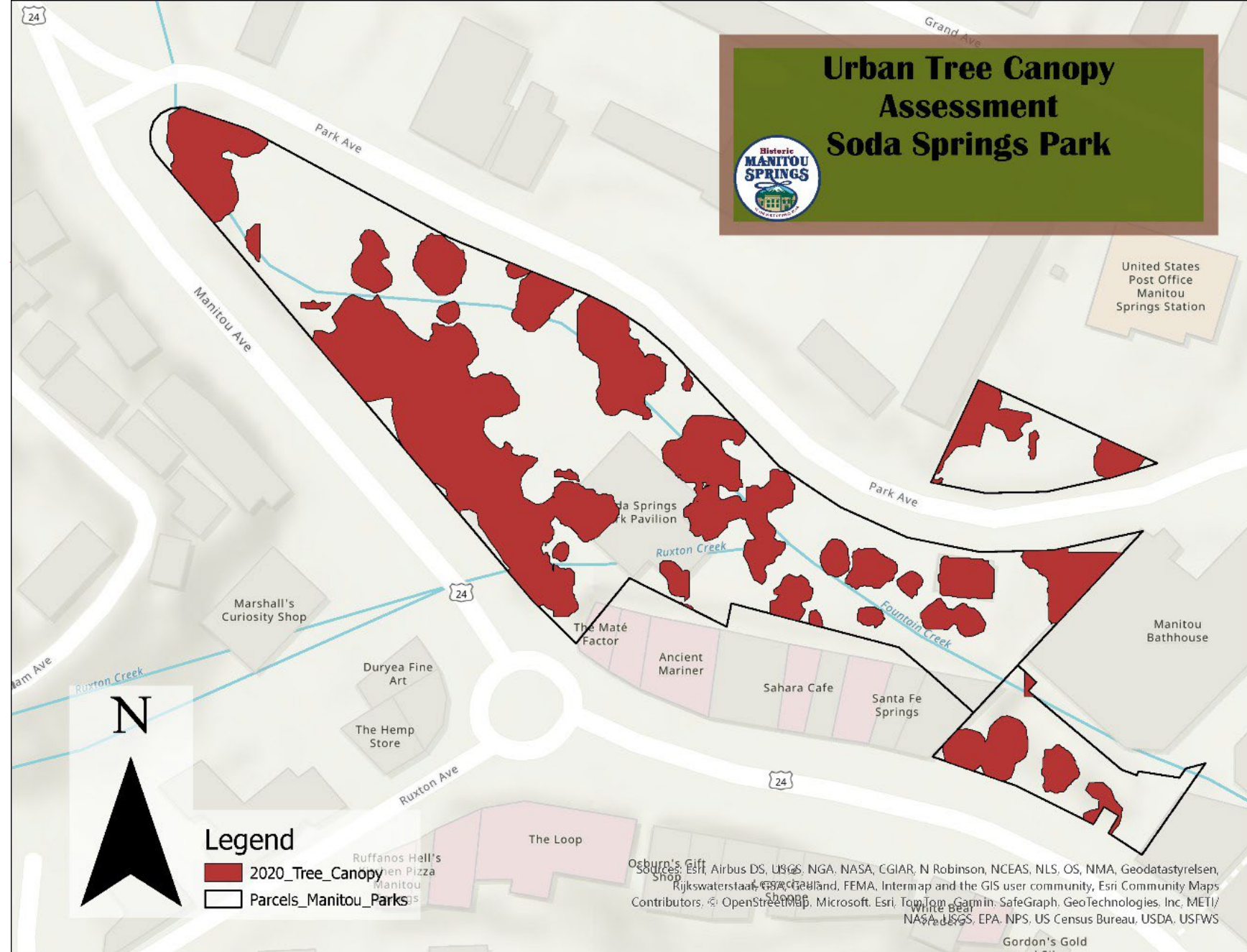
City Parks

Library Park:
37.58% (.31 of .83 Acres)



City Parks

Soda Springs Park:
38.7% (.79 of 2.05 Acres)



Recommendations



- Launch a “ground campaign” to promote planting in neighborhoods and commercial areas
- Continue City-sponsored programs such as the Tree Voucher Program
- Promote and educate on Firewise planting
- 2024 Tree Canopy Assessment
 - Enhanced software
 - Impervious surfaces, water, and potential planting locations
- Compare 2024 Assessment to 2020 Baseline Assessment

Thank You!

