

**CITY OF MANITOU SPRINGS
CITY COUNCIL**

Regular Meeting Minutes
606 Manitou Avenue
February 4, 2025

The City Council of Manitou Springs met in Regular Session on Tuesday, February 4, 2025, at 606 Manitou Avenue, in the City of Manitou Springs, County of El Paso, and State of Colorado.

COUNCIL MEMBERS PRESENT FOR ROLL CALL:

Mayor John Graham
Mayor Pro Tem Natalie Johnson
Councilor Julie Wolfe
Councilor Nancy Fortuin

COUNCIL MEMBERS ABSENT FOR ROLL CALL:

Councilor Judith Chandler (Arrived 6:12 p.m.)
Councilor John Shada (Arrived at 6:03 p.m.)
Councilor Michelle Whetherhult (Arrived at 6:05 p.m.)

A. CALL TO ORDER

Mayor Graham called the meeting to order at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

All members of the City Council were present for the roll call, except Councilor Chandler, Councilor Shada and Councilor Whetherhult.

D. APPROVAL OF AGENDA

Councilor Wolfe moved to approve the agenda as presented. The motion was seconded by Councilor Fortuin. The motion was carried unanimously (4-0).

E. PUBLIC COMMENT ON NON-AGENDA ITEMS

Ralph Routon, Manitou Arts, Culture, and Heritage Board (MACH) Chair shared an update on the MACH Board grant application process. He stated that the board has received 59 applications, which is the same number of applications as the previous year. He explained that the total amount for the Tier Two grant requests is \$273,000, and that MACH had \$153,000 to spend on those requests. He added that the board

expects to present their recommendations at a City Council Work Session in March, and then again at a City Council Regular Meeting for the City Council's final approval.

Sally Fitzgerald, 143 Deer Path, expressed concern about the trees at Soda Springs Park. She requested that the Council consider the trees in all future decisions.

F. CONSENT CALENDAR

1. January 21, 2025 City Council Regular Meeting Minutes

Note for the Record – this item was pulled from the consent calendar as requested by Councilor Wolfe.

2. January 28, 2025 City Council Special Meeting Minutes

Note for the Record – this item was pulled from the consent calendar as requested by Councilor Wolfe.

F1. January 21, 2025 City Council Regular Meeting Minutes

Mayor Pro Tem Johnson moved to approve item F1. The motion was seconded by Councilor Shada. The motion was carried unanimously (6-0).

F2. January 28, 2025 City Council Special Meeting Minutes

Councilor Shada moved to approve item F2. The motion was seconded by Councilor Whetherhult. The motion was carried (5-0), with Councilor Wolfe abstaining due to the fact that she was not present at the January 28, 2025 City Council Special Meeting.

G. BUSINESS

1. First Reading of Ordinance No. 0125, An Ordinance Approving a Lease Purchase Agreement with Clayton Holdings, LLC

Finance Director Rebecca Davis presented the ordinance and explained that the funds would be used for a vehicle and equipment package presented to and approved by the City Council in December of 2024. She added that there was one change to the package to switch out the equipment, but that the dollar amount remained the same.

Mayor Pro Tem Johnson moved to adopt on first reading, Ordinance No. 0125, An Ordinance Approving a Lease Purchase Agreement with Clayton Holdings, LLC. The motion was seconded by Councilor Whetherhult. The motion was carried, (6-0) with Councilor Chandler recusing herself because she was not present for the discussion.

There was a brief discussion about Clayton Holdings LLC in which Finance Director Davis explained that Clayton Holdings LLC does not put a lien holder on the title.

2. Mobility and Parking Enterprise Loan Amounts and Projects Costs

Finance Director Davis presented on the parking enterprise fund and proposed debt. She noted that parking has been an issue in the city for many years and shared that the Mobility and Parking Enterprise Fund was created in 2022. She stated that the total estimated cost is \$8,550,000, for both the Dillon and Hiawatha Garden Property projects. She added that to obtain funding, plans and specs need to be provided, which the Dillon Property has nearly ready. She noted that the Hiawatha property is expected to have plans and specs ready in the Fall of 2025. She reviewed the bank loan requirements including the requirement to guarantee the loans with general fund revenues. Finance Director Davis advised against utilizing the General Fund for the loan to keep the fund at a healthy balance in the event of an emergency. She recommended a phased approach to get started on the Dillon Property project first during 2025, with the second phase starting in 2026 for the Hiawatha Gardens Property project.

There was a general discussion about where the funds for both phases of the project would come from, and the services covered with the dollar amounts presented, in which Pikes Peak Rural Authority (PPRTA) and MACH funds were discussed as potential funding sources.

City Administrator Denise Howell confirmed that the Hiawatha Gardens Project includes the cost of the design, the parking lot and drainage. She stated that the Council has approved a preliminary plan, but that the final plan will be brought back to the Council.

There was a brief discussion about the building for the Dillon Property in which it was confirmed that the building would include a parking department office and bathrooms. Councilor Shada suggested amending page 62 of the meeting packet to reflect this in the presentation slide to include restrooms.

Councilor Shada suggested prioritizing the Hiawatha Gardens Property project over the Ruxton Turning Circle Intersection Project. He recommended completing the Hiawatha Gardens Property project to ensure there are no incomplete projects sitting on the site long term, for a clean and presentable, phased approach.

Councilor Fortuin recommended bulldozing the building on the Hiawatha Gardens Property and turning the property into a parking lot because she sees no value in building another pavilion across the street from the Mansions Park Pavillion.

There was a brief discussion about the Hiawatha Gardens Property Project Phase, in which City Administrator Howell explained that the city does not have the plans and specs ready for the loan application for phase two, nor the staffing to be able to complete both phases at once. She stated that city staff have been focused on working towards getting the Dillon Property ready to open in June.

Councilor Wolfe suggested that the City Council consider pavement rather than dirt for the Dillon Property parking lot to potentially avoid paying for the drainage.

Deputy City Administrator Roy Chaney explained that the pavement could be done if that is the direction that the City Council wants to go, but for details regarding timing and materials more research would need to be done.

City Administrator Howell confirmed that the direction the Council had provided to the city staff was that the lot was to be dirt. She stated that for the purpose of the current proposal, staff is requesting direction from the Council on whether to move forward with a loan for the Dillon Property project.

Councilor Shada stated that based on the projected income of the projects he believes that the city would be able to take out another loan for pavement of the Dillon Parking Lot.

City Administrator Howell commented that the projected income for the properties was very conservative, and that city staff believe that the income alone can carry the debt of the loans proposed.

Councilor Chandler stated that she approves of a phased approach and to start with the Dillon property. She added that she agrees with Councilor Shada, that the Ruxton Turning Circle Intersection Project is not a high priority, and funds could be reallocated. She stated that she does not support taking down the open-air pavilion at the Hiawatha Gardens Property.

Mayor Graham stated that he is in favor of a phased approach and keeping the open-air pavilion at the Hiawatha Gardens Property.

Councilor Johnson suggested discussing shuttle options during a work session.

City Administrator Howell confirmed that the project budget does include shuttles.

There was a brief discussion regarding shuttle transportation for the properties during the first year in which City Administrator Howell stated that a solution is being worked out with Mountain Metro for 2025, and the matter of Manitou Springs Shuttles would be revisited in 2026.

Councilor Fortuin moved to proceed with a \$1,300,000 bank loan for the Dillon Property project, Phase One. The motion was seconded by Councilor Shada. The motion was carried unanimously (7-0).

H. RECEIVE OR ACT ON COUNCIL CORRESPONDENCE

Councilor Wolfe shared that she received three additional complaints about the recent change to the Residential Parking Permit (RPP) Program.

Mayor Graham announced that the City Council will have a work session on Tuesday, February 11, 2025, and a joint work session with the City Planning Commission (CPC) on Wednesday, February 12, 2025 to review Plan Manitou 2.0. Lastly, he added that the City Council will have a retreat on February 22, 2025, in the SILC Building at the High School.

Councilor Johnson suggested that the City Council consider another Inclusivity Proclamation and shared that she had a few people reach out about it.

Councilor Chandler stated that she is in favor of another Inclusivity Proclamation and recommended adding support for both Black History Month and Women's History Month.

There was a brief discussion about online registration for the parking program in which Parking Director Juan Alvarez confirmed that the residents of Spencer Avenue would register under Grand Avenue as both are under the same zone. He added that new hang tags for the RPP Program are expected to arrive on February 7, 2025.

I. CITY ADMINISTRATOR REPORT

The City Administrator reported on the following items:

- The Carnegie Library Open House is on Friday, February 7, 2025, at 4:30 p.m. and stated that the project appears to be coming in under budget. She added that only 80 people are allowed inside due to fire code requirements.
- The Higginbotham Water Tank project is nearing completion. A Grand Opening is expected to be scheduled in approximately a month.

J. EXECUTIVE SESSION

1. An Executive Session to hold a conference with the City Attorney for legal advice pursuant to Section 5.1(c) of the Manitou Springs Municipal Charter. This executive session concerns the Manitou Springs Metropolitan District Election.
2. An Executive Session to discuss a Personnel Matter regarding an employee, pursuant to 5.1(a) of the Manitou Springs Municipal Charter. This executive session concerns the annual performance review of the City Administrator.

Mayor Graham read the purpose of the Executive Session into the record at 7:10 p.m.

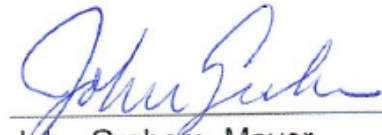
Councilor Chandler moved to enter the Executive Session for the stated purpose. The motion was seconded by Mayor Pro Tem Johnson. The motion was carried unanimously (7-0).

The City Council moved back to Regular Session at 9:46 p.m. Mayor Graham confirmed the Executive Session was held solely for the stated purpose and that no formal decision was made.

K. ADJORN

With no other items to discuss, Councilor Shada moved to adjourn the meeting. The motion was seconded by Councilor Chandler. The motion was carried (7-0). The meeting adjourned at 9:47 p.m.

Attest:


John Graham, Mayor


~~Elena Krebs, City Clerk~~

Kristen Dukoi, Deputy City Clerk