



MANITOU SPRINGS CITY COUNCIL SPECIAL MEETING 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 6, 2026
At-Large	Judith Chandler	January 4, 2028
At-Large	John Shada	January 4, 2028
At-Large	Julie Wolfe	January 4, 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

March 11, 2025

6:00 PM

THE CITY COUNCIL MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA ITEMS AS PRESENTED OR MODIFIED PRIOR
TO OR DURING THE MEETING, AND ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS

A. CALL TO ORDER - SPECIAL SESSION

B. ROLL CALL

C. APPROVAL OF AGENDA

D. BUSINESS

1. An Executive Session to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, pursuant to Section 5.1(d) of the Manitou Springs Municipal Charter, concerning the reimbursement agreement between the City and Cog Railway

E. ADJOURN SPECIAL SESSION

F. CALL TO ORDER - WORK SESSION

G. DISCUSSION

1. Recommendations for the 2025 Grant Awards Presented by the MACH Board
2. Concerns Regarding Parking and Mobility Issues

H. RECEIVE COUNCIL CORRESPONDENCE

I. 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 ifryer@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: Recommendations for the 2025 Grant Awards Presented by the MACH Board

From: Ralph Routon, MACH Chair and Rebecca Davis, Finance Director

To: Mayor and City Council

CC: City Administrator Denise Howell

Allocated Time: 30 Minutes

March 11, 2025

Purpose:

To present the MACH Board's recommendations for grant awards for 2025.

Background:

Ordinance No. 2719 increased the sales tax rate from 3.6% to 3.9% and the use tax rate from 3.5% to 3.8%, in July 2020, to create a special facilities and arts fund for the allocation of .3% sales and use tax revenues assessed pursuant to Manitou Springs 2019 Ballot Issue 2D.

66% of the .3% sales and use tax revenues are for facility improvements and operations at the Carnegie Library, the Manitou Art Center, the Manitou Springs Heritage Center, Miramont Castle and the Hiawatha Gardens building, which are referred to as "Tier 1" in the PowerPoint presentation.

The remaining 34% is for distribution by City Council through awards and grants to foster the arts, culture and heritage within the City of Manitou Springs.

Within the attached PowerPoint is the following:

- List of all the grant applications with the Board Recommendations
- Accounting for three Grants from 2024, two that were extended through 2025 and one that the applicant chose not to accept

Pros and Cons:

N/A

Fiscal Impact:

Funding available from 2024 tax revenues:

Tier 1: \$291,986

Tier 2: \$164,251



Workload Impact:

Many hours by volunteers.

Recommended Action:

This is a discussion item only. Formal action will occur during the March 18, 2025 City Council meeting.



MACH Grant Recommendations 2025

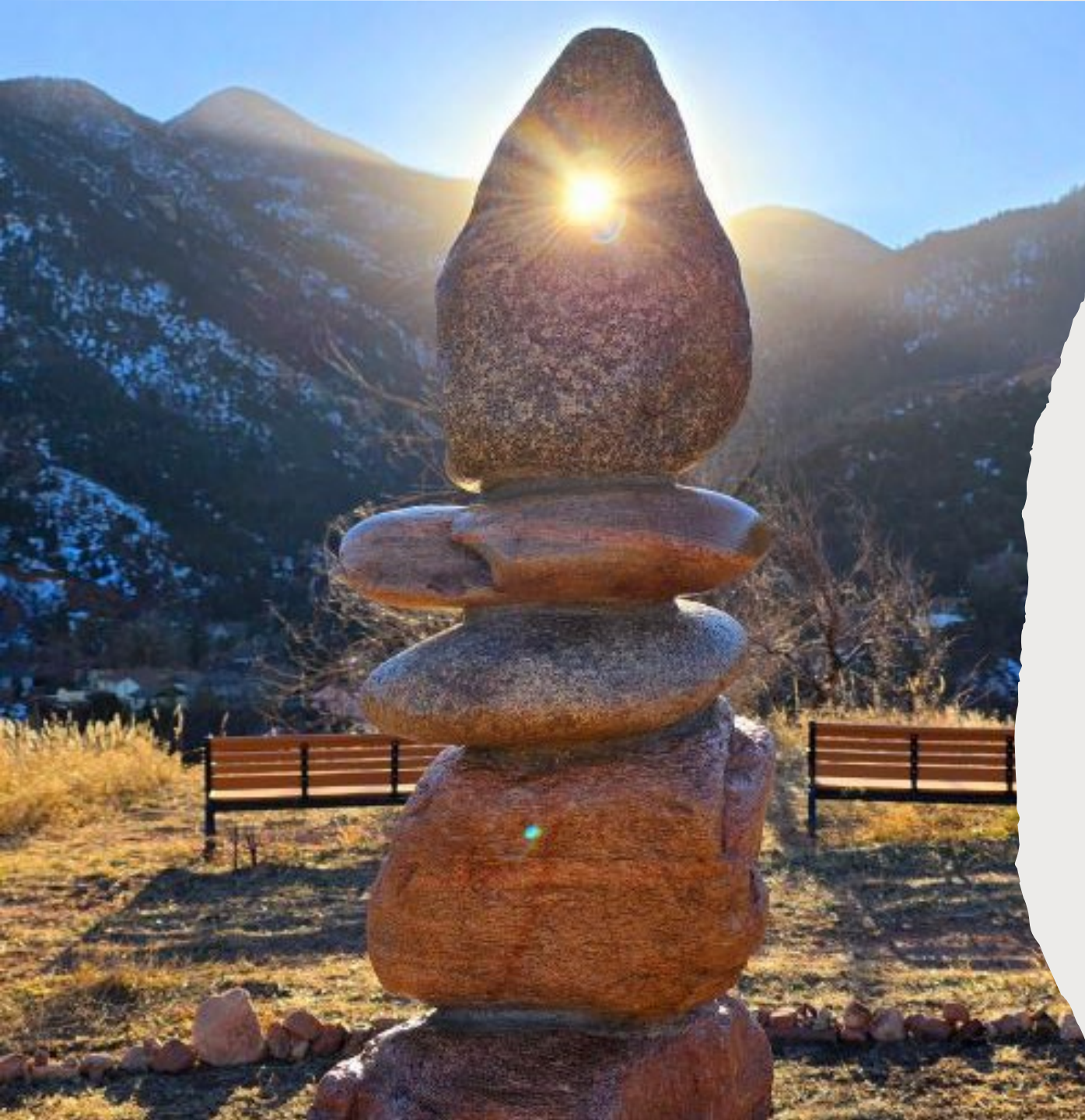
\$456,237

- Manitou Springs
City Council Work Session –
March 11, 2025

History

- **November 2019** – MACH ballot measure passes by narrow margin
- **March 2021** – 1st round of grants approved by City Council (using a spreadsheet tool)
- **November 2021** – Mini Grants (up to \$750) added to MACH program
- **November 2022** – Custom web application implemented for submission, rating and completion reports
- **March 2024** – 4th year reaches \$1.6 million for 2021-2024 grants
- **March 2025** – Latest round of grant recommendations presented to City Council, takes 5-year total over \$2 million





MACH Mission

The purpose of the MACH Board is to make recommendations to City Council on how to implement the MACH initiative, which increased the City's Use Tax Rate and Sales Tax Rate by 3/10ths of 1% (0.003).

- Two-thirds or 66% of these funds are allocated to a special fund for facility improvements and operations at the Carnegie Library Building, Manitou Art Center, Manitou Springs Heritage Center, Miramont Castle and Hiawatha Gardens.
- The remaining 34% each year will be distributed by the City Council through awards and grants to foster the arts, culture and heritage in Manitou Springs.

Board

Member Name	Position
Ralph Routon	Chair
Kinsey Watts	Vice Chair
Wren Almitra	Secretary
Neale Minch	Board Member
Marcus Medina	Board Member
Peter Sommers	Board Member
Mark Lee	Board Member
Jason Wells	Alternate
Nancy Wilson	Alternate
Judith Chandler	Council Liaison
Becca Davis	Staff Support
Vacancies – 1 Alternate	

Tier 1 Grant Summary – Total will surpass \$1.3 million after 2025 awards

	Carnegie Library	Hiawatha	MAC	Miramont Castle	Heritage Museum
2021	\$41,278	\$41,278	\$22,515	\$22,515	\$22,515
2022	\$102,735	\$75,000	\$48,473	\$48,473	\$48,473
2023	\$100,438	\$75,000	\$47,847	\$47,847	\$47,847
2024	\$185,572	0	\$50,610	\$50,610	\$50,610
2025 Recommendation	\$10,000	\$150,592	\$43,798	\$43,798	\$43,798

Tier 2 Competitive Grant Summary — \$707,000 in grants issued or recommended as of March 2025

	Applications / Total requests	Approved / Recommended
2021 Round 1	29 / \$111,000	18 / \$55,000
2021 Round 2	12 / \$34,000	7 / \$19,000
2022	47 / \$252,000	35 / \$150,000
2023	69 / \$327,000	54 / \$152,000
2024	59 / \$300,000	47 / \$167,000
2025 Recommended	59/\$273,301	48/\$164,251



Our Evaluation Tool

- [Manitou Arts, Culture & Heritage Grants \(appdomain.cloud\)](https://machboard.u7rmrh7nx6p.us-east.codeengine.appdomain.cloud/)

The total address is:

<https://machboard.u7rmrh7nx6p.us-east.codeengine.appdomain.cloud/>

Tier 1 Recommendations for 2025

- **Note:** Carnegie Library is requesting only \$10,000 in 2025 for setting up a Maintenance Fund.

Available Funds	\$	291,986
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<u>55%</u>	\$	160,592
Carnegie Library	\$	150,592
Hiawatha Gardens	\$	10,000
<u>45%</u>	\$	131,394
MACH	\$	43,798
Miramont	\$	43,978
MS Heritage Center	\$	43,798

Competitive Grants – Mini Grants 2025

Name	Project Name	Requested Amount	Board Recommendation
Kara Stutzman	Yoga Manitou	750	250
Jill Fogel	Three Altitude Makers Markets	720	720
Karleigh Brown	Maori Garment Stitching 'Whatu Aho Rua' - 2 Pair Twining	750	750
Leilani Coleman	Manitou Made Market	750	750
Steffany Butts	Art as Expression (Neuro-Expressive Art and the Sonic Art Practice)	750	750
Mark Wong	Student pottery- 5th grade	750	750
Christina Grow	PaC-Man: "Let's Get Walking and Rolling, Manitou!" 2025	750	750
Nicholas Olson	"Unleash The Flow" Creative Art Therapy	750	750
Stephanie Jerome	Creating a Ribbon Skirt	750	750
Stephanie Jerome	Learn to sew!	750	750
Melanie Audet	Dyeing with Indigo in collaboration with District 14 art classes	750	750
Katie Orr	Community Costuming Creation	750	750
Katie Orr	Paint Night	750	750

Competitive Grants – Regular Grants 2025

Name	Project Name	Requested Amount	Board Recommendation
Elizabeth Stanbro	Art for Older Adults	1,000	1,000
Elizabeth Guess	Gift Bags for the Homeless	5,000	1,000
Dave Wolverton	Adolph Bandelier 2025 Exhibition	3,150	1,011
Heidi Alina	Beethoven on the Breeze - an outdoor classical piano concert with	1,930	1,200
Lissa Murphy	Jump Start Art - Mini Manitou	6,000	1,200
Stepffany Butts	Art In Meditation	1,850	1,850
Shanti Toll	2026 Manni Awards and Potluck Dinner	2,000	2,000
Shanti Toll	2025 Manni Awards	2,000	2,000
Gretchen Vorderlandwehr	Imagine Art Summer Camp	3,170	2,378
Colin Davis	Manitou Ceramics Initiative	11,000	2,750
Lawrence Jones	Manitou Springs EPIC Concerts	2,800	2,800
Mark Wong	Clayfest	4,000	3,000
Judith Piazza	Soul Songs & Healing Sound, For Hope, Restoration & Renewal	3,840	3,380

Competitive Grants – Regular Grants 2025

Name	Project Name	Requested Amount	Board Recommendation
Ashley Cornelius	Art in Action: 5-Year Showcase & Look Book	4,750	3,500
Ashley Cornelius	Pikes Peak Poetry Summit	5,500	3,500
Julia Wright	Commonwheel Artists 51st Annual Labor Day Art Festival	3,800	3,800
Nicki Noe	Manitou Monster Project	4,000	4,000
Steve Wood	Manitou Springs Lantern Parade	4,000	4,000
Steve Wood	FAB LAB Program	4,000	4,000
Melanie Audet	Blue Hands Events	4,500	4,500
AuroTejas Hemsell	World Dance Festival	4,500	4,500
Adriana Rincon	Sacred Manitou mural art boothcamp	9,356	4,678
Natalia Pulido	The Legend of Manitou Springs	8,500	4,849
Barak Ben-Amota	Farm and Art Camp Artistic Director	4,850	4,850
Sophie Thunberg	Children of Gaia- Night of Remembrance	5,000	5,000

Competitive Grants – Regular Grants 2025

Name	Project Name	Requested Amount	Board Recommendation
Nina Davis	Manitou Comedy Festival 2025	7,500	5,000
John Graham	Manitou Springs Indigenous Peoples Day	6,000	6,000
Katie Orr	Moonlight Market	6,000	6,000
Jenna Gallas	2025 Manitou Springs Carnivale Parade	6,000	6,000
Lindsay Deen	Poetry and Pottery	8,500	6,375
Jenna Gallas	2026 Manitou Springs Carnivale Parade	6,500	6,500
Audrey Gray	Creekside Mural Program	6,800	6,800
Lyn Ettinger-Harwell	Pikes Peak Bulletin- Full Page Equivalent Coverage of MACH-funded Project	24,000	7,000
Eddy Lieberman	Manitou Public Community Music	15,850	13,650
Audrey Gray	Art on the Avenue	14,960	14,960

Competitive Grants – Not Recommended for Funding in 2025

Project Name	Requested Amount	Board Recommendation
Pottery Wheel for Classes #1	750	0
Pottery Wheel for Classes #2	750	0
Manitou Doors	2,000	0
The Co-Evolution of Myth and Art	2,900	0
Manitou Springs: Aliens Welcome!	3,000	0
Expressions Sessions - Healing Art Groups	4,000	0
Te Hui Kākahu - 'The Māori Cloak Gathering'	5,300	0
The Wit	5,800	0
We Are A Circle Council Workshop ... Using the Arts in Authentic C	7,375	0
Flying Pig Album Release and Show	8,100	0
Destination Rest: A Community Nap	11,000	0

Carryover Grants from 2024

Grants Not Completed, extended to 2025

Name	Project name	Amount
Jannine Scott	Manitou Springs Death Cafe	\$ 750
David Ball	Rockey Art Museum Archive - Phase 1	\$ 2,500

Grant not Accepted by Applicant

Jessica Rossi	Manitou Springs Free Art Box	\$ 375
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Next Steps

- Present recommendations to City Council (March 11 work session)
- Address any issues before Council action (**March 18** meeting)
- Notify recipients to submit W-9s and be aware of new project completion expenditure requirements
- Issue checks, and recipients must sign letter saying they agree to requirements
- MACH Board meets **March 27** to evaluate process and identify need for revisions in 2026
- Revise standard operating procedures



Special Thanks



The MACH Board would like to thank Becca Davis, City Finance Director, for her unwavering support and responsiveness throughout MACH's first five years, with the help of staff members, Amanda Robinson and Nicole Ortega.

The Board also wishes to express deep appreciation to Judith Chandler for continuing her dedicated efforts and thoughtful input as the City Council's liaison.



Memorandum

Title: Concerns Regarding Parking and Mobility Issues

From: Mayor John Graham

To: Mayor and City Council

CC: City Administrator Denise Howell

Allocated Time: 30 Minutes

March 11, 2025

Purpose:

To revisit City Council's Mobility and Parking Vision, including the Dillon and Hiawatha Gardens lots and the Chase Bank property.

Background:

Mobility and Parking has historically been an enormous problem in Manitou Springs. Since 2020, when the City brought parking operations in-house, our ability to introduce effective parking practices has been greatly improved. With the purchase of additional properties, and the extensive amount of time and energy devoted to parking concerns, it is important to revisit some of our assumptions and objectives. We have seen both problems and solutions evolve over time, and many things have changed.

At the March 18, 2025, meeting, Council will be considering awarding two contracts, one for developing a dirt parking lot at the Dillon Motel site and a second for remodeling the two remaining structures on that property. The cost has been estimated at \$1.3 million, and Council previously took action to authorize a loan for this and a second phase at its February 4, 2025, meeting.

References

The City Council has had numerous meetings to discuss parking and related matters. In particular, recent meetings have included:

- December 3, 2024 - Parking Discussions (Four subject areas)
 - Chase and Old Man's Trail
 - Dillon Mobility Hub
 - Hiawatha Gardens Designs
 - The Mobility Path Forward
- January 7, 2025 - Dillon Presentation
- January 21, 2025 - Executive Session - Discussion of Incline agreement with the City of Colorado Springs



- February 4, 2025 - Dillon Presentation

The Council materials for those meetings remain available in the meeting packets via Civic Clerk and Documents on Demand, and are not included here.

The Mayor has some serious concerns about the many moving parts regarding parking and mobility, especially the anticipated use of the Dillon Lot and how it might, or might not, be part of the overall solution for the City. It is important to consider matters comprehensively and with vision. Some of our initial assumptions have changed over time, e.g., using the Chase Bank as the parking office.

Note: The Mayor asked for some additional parking and Incline information on March 3. Owing to staff constraints and other obligations, some of that data was unavailable as of the packet deadline, so what follows is sometimes "a best guesstimate" and subject to verification.

Dillon Lot

Our current investment is about:

Acquisition of Dillon - \$880,000, acquisition of car wash, \$650,000, demolition of motel buildings, \$200,000 (a course estimate), a total of about \$1.73 million to date, not including the costs of planners, etc.

At the February 4, 2025, meeting, the Council voted on a two-phase approach:

Phase 1 - \$1.3 million loan

- Dirt parking lot by summer 2025, estimated cost - \$500,000.
- The remaining one-story building would be converted to bathrooms for \$400,000.
- The street side, two-story duplex would be remodeled to serve as the parking office, another \$400,000.
- The near-term goal is to have Dillon replace the parking storage caused by construction at Hiawatha Gardens this fall.
- Financing with the help of a \$1.3 million loan.

Phase 2

- Develop the dirt parking lot into a permanent lot using a \$1.4 million loan.



Hiawatha Gardens Parking Lot/Mobility Hub

- The city has about \$4 million reserved for the bathrooms, parking lot, and landscaping but expects that stabilizing the pavilion will run about \$1.4 million more.
- The pavilion will continue to be mothballed pending funding.

Chase Bank site

- Originally envisioned as a parking office, now possibly a bus terminal and restroom complex.
- Projected costs have grown to \$3.6 million.

Additionally, some Council conversations have pointed to other suggestions, such as:

- Closing Old Man's Trail
- Providing access to the Hiawatha Gardens lot via a new bridge at the east end of the Chase property.
- At least one Council member recently voiced the thought that the Downtown parking lots be eliminated.

Assumptions we have made:

- Hiawatha Gardens will be used mainly by visitors to Downtown.
- Dillon will largely be used by people not primarily visiting Downtown, Incline, Cog, Black Canyon Open Space users.

An Incline Management Plan (IMP)

Council heard about proposed modifications to the IGA with Colorado Springs regarding the management of the Incline in an executive session on January 21, 2025. Council members may refer to the material provided at that time.

However, we should ask ourselves if the Incline is still really the problem that it was?

It may not be much of a problem from October to April, when usage is low to modest. Presumably, incliners are using the Hiawatha Gardens and Iron Springs Chateau lots.



At any rate, our parking lots are not saturated.

Otherwise, the real needs for parking are from May through September, with July and August being peak months.

Impact of Cog participation

We should not overestimate the number of parking spaces we might rent to Cog users.

The Cog can park 600 cars a day and, at \$20 per car, makes \$12,000 a day in the high season.

The Cog doesn't have much incentive to have its riders park elsewhere, until the overflow season hits, which it has estimated at roughly five or a little more weeks per year, during July and August. It amounts to about 80–90 vehicles daily then. In terms of paying customers at the Dillon lot, the Cog is not likely to be a significant player.

Consequently, it looks like the Dillon will be largely for the benefit of Incliners and overflow from other lots and parking spaces. Another, but less clear, need would be for users to the nearby, future Black Canyon Open Space and Black Canyon Quarry Open Space, Manitou Springs and Colorado Springs future recreational areas. The Manitou Springs tract will be relatively small. Colorado Springs will have plenty of parking spaces at the old quarry, so maybe we can't anticipate much need resulting from that.

How much parking would be needed remains something of a mystery.

Unknowns needing consideration

The Metro District acquired property on Manitou Avenue with the intent of expanding the adjacent Smischny parking lot. There could be more parking from that even given the Council's intent to dissolve the Metro District. (This is a quasi-judicial concern; necessary to reference but not for discussion).

Developing the Dillon

The multi-phased approach suggested by staff and adopted by the Council on February 4, 2025, manages financing and controls our risks significantly. Nonetheless, while Dillon began as a promising idea, it has also evolved to become increasingly expensive. The amount of use it will get is unclear. So is our ability to make good revenue forecasts.

We may be trying to solve a problem that is not as severe as we thought, and also way more expensive than we originally thought.



Questions needing answers:

- What is the City's total number of parking spaces?
- Total number of parking spaces in City lots and, separately, on-street spaces?
- Number of parking spaces in Metro lots?
- Number of parking spaces in other lots other than City or Metro, e.g., Aurathentic, Iron Springs Chateau, D14, others...?
- Percentage of occupancy (use) in lots by month or at least by season.
- Percentage of parking in lots vs. on-street, by month or at least by season.
- Updated average annual revenue per parking space, preferably grouped by broad type, such as "on street," or "premium parking lot" vs. "budget lot."

Incline questions needing updates

- Incline usage (number of hikers) by month.
- General status of Incline - is the reservation system being used? Is there data to show the number of reservations vs. the number of hikers (likely just an estimate)?
- Number and type of complaints regarding the Incline/Incline users
- Average ridership of MMT 33 per month
- Do we actually need additional parking, and when, how much do we need?
- In the off-season, would the lot be entirely empty?

Our electronic signs show the availability of parking spaces in various lots indicates that we have sufficient parking for much of the year. That suggests that the Dillon lot may be mostly empty, except for Incliners who are forced, or encouraged, to be there. Will they cooperate?

Pros and Cons:

Pros:

This is for information and discussion purposes. The contracts for the Dillon property will be on the March 18, 2025, agenda for approval. This provides the Council with a chance to consider the many moving and interrelated parts as well as the long-term financial consequences.

Cons:

A failure to consider all the details and consequences could lead to a bad decision.

Fiscal Impact:



None to merely discuss this.

Workload Impact:

Minimal.

Recommended Action:

This is for informational purposes only.