

**CITY OF MANITOU SPRINGS  
CITY COUNCIL**

Regular Meeting Minutes  
606 Manitou Avenue  
June 17, 2025

The City Council of Manitou Springs met in Regular Session on Tuesday, June 17, 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 Pro Tem Natalie Johnson  
Councilor John Shada  
Councilor Nancy Fortuin  
Councilor Michelle Whetherhult

**COUNCIL MEMBERS ABSENT FOR ROLL CALL:**

Mayor John Graham (Excused)  
Councilor Judith Chandler (Excused)  
Councilor Julie Wolfe (Excused)

**A. CALL TO ORDER**

Mayor Pro Tem Johnson called the meeting to order at 6:00 PM.

**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 for Councilor Chandler, Councilor Wolfe and Mayor Graham.

**D. APPROVAL OF AGENDA**

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

**E. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

## **F. CONSENT CALENDAR**

1. Presentation of Warrants
2. June 3, 2025 City Council Regular Meeting Minutes

**Note for the Record** – This item was pulled from the consent calendar as requested by Mayor Pro Tem Johnson.

3. Consider Reappointing Alison Gerbig to the Housing Advisory Board

Councilor Fortuin moved to approve the consent calendar as amended. The motion was seconded by Councilor Whetherhult. The motion was carried unanimously (4-0).

### F2. June 3, 2025 City Council Regular Meeting Minutes

Mayor Pro Tem Johnson stated that she would be abstaining from voting on the minutes, due to the fact that she was not present for the June 3, 2025 meeting.

Councilor Fortuin suggested amending the minutes to change the first sentence regarding the Business Improvement District (BID) under section I, Receive or Act on Council Correspondence to state that “there will be no further investment at this time in assessing the possibility of arch to arch BID like structures for the city.”

**Note for the Record** – The June 3, 2025 drafted minutes will be presented to the City Council at the July 1, 2025 City Council meeting, with the suggested amendment.

## **G. BUSINESS**

1. Approval of Easement for 122 Palisade Circle

Planning Director Fred Rollenhagen presented the easement and noted that the request was presented to Council on May 20, 2025. He reviewed the additional information provided for the City Council’s consideration, including estimates of staff and attorney costs, an estimated value for the easement, an assessment of alternative forms of payment for the easement, and details on how the city originally acquired the open space property. He added that the property owners had sold a 25 foot easement to the city in 2007 for \$10, which has since been used for a water line.

City Administrator Denise Howell noted that the city is in the process of developing an easement policy to formalize the procedure, with the goal of presenting it to the City Council in July or August. She added that staff chose to bring this particular easement to the Council now, given that the property owners are currently attempting to sell the property.

Planning Director Rollenhagen confirmed that the drafted easement presented charges a \$10 fee.

Councilor Fortuin stated that she would like to move forward with the easement as presented, with only the \$10 fee, because she considers the work completed so far to fall within the normal workload staff handles. She noted that the easement would not be utilized further by the property owners beyond the preexisting encroachment, and that if the encroaching items are removed, the easement may be deemed terminated. She also acknowledged the easement sold to the city in 2007 for \$10, stating that \$10 for the easement under consideration seems a fair exchange. She added that she understands why staff has moved forward to present the easement while the owners are trying to sell and emphasized the importance of establishing a policy for future easements.

Councilor Fortuin moved to approve the easement for 122 Palisade Circle as presented. The motion was seconded by Councilor Whetherhult. The motion was carried (4-0).

2. First Reading of Ordinance No. 1425, an Ordinance Amending the Budget for Fiscal Year 2025

Finance Director Rebecca Davis explained that each department head reviewed their respective budget and made cuts totaling approximately \$659,000. She noted a transfer of funds from the Parking and Mobility Department to support the Streets Division in Public Works, as well as the use of funds carried over from previous years to support the Capital Improvements Fund, such as funds remaining from the completed Fire Training Facility project. She stated that the amended budget reduces reserves by just under \$1,500,000, leaving an estimated unassigned fund balance of approximately \$6,826,000 at the end of 2025. She added that this amount is a healthy fund balance and highlighted the need for continued fiscal responsibility.

Mayor Pro Tem Johnson noted that during previous discussions about the budget the City Council had requested information regarding the Chamber of Commerce reserves.

Executive Director Jenna Wells, with Visit Manitou Springs, presented the Chamber of Commerce fund balance for January through May 2025, with all liabilities paid and assets accounted for, including Wine Festival income, resulting in a total of \$239,244.69. She confirmed that this amount is projected to carry them for four to six months.

Councilor Fortuin moved to approve on first reading Ordinance No. 1425, an Ordinance Amending the Budget for Fiscal Year 2025. The motion was seconded by Councilor Whetherhult. The motion was carried unanimously (4-0).

## **H. HEARINGS**

1. Second Reading and Public Hearing of Ordinance No. 1025, An Ordinance Amending Section 13.36.100 of the Municipal Code

Planning Director Rollenhagen confirmed that there have been no changes to the stormwater ordinances since the first readings.

Mayor Pro Tem Johnson opened the public hearing at 6:19 PM. Due to no public comment, Mayor Pro Tem Johnson subsequently closed the public comment portion of the hearing.

Councilor Whetherhult moved to adopt on second reading Ordinance No. 1025, An Ordinance Amending Section 13.36.100 of the Municipal Code. The motion was seconded by Councilor Fortuin. The motion was carried unanimously (4-0).

2. Second Reading and Public Hearing of Ordinance No. 1125, An Ordinance Repealing and Reenacting Title 14 of the Manitou Springs Municipal Code Concerning Stormwater Quality Management and Discharge Control

Planning Director Rollenhagen stated that there was no additional information regarding the ordinance.

Councilor Fortuin requested information regarding the term “regionally approved seed list” on page 18 of the red line Exhibit A document. She added that she did not expect to receive this information during the second reading, but she would like clarification when the information is available.

There was a brief discussion about whether it is typical to reference Colorado Springs' criteria in Manitou Springs' ordinances. Planning Director Rollenhagen explained that, in his experience, smaller communities sometimes adopt or reference the code of a nearby larger community, as it can often be broadly applicable to other communities in the area. This was followed by a brief discussion regarding staff performing inspections, during which Planning Director Rollenhagen shared that training for this will be provided in the future.

City Administrator Howell added that as needed the city will bring in a consultant to complete inspections.

Mayor Pro Tem Johnson opened the public hearing at 6:24 PM. Due to no public comment, Mayor Pro Tem Johnson subsequently closed the public comment portion of the hearing.

Councilor Fortuin moved to adopt on second reading Ordinance No. 1125, An Ordinance Repealing and Reenacting Title 14 of the Manitou Springs Municipal Code Concerning Stormwater Quality Management and Discharge Control. The motion was seconded by Councilor Whetherhult. The motion was carried unanimously (4-0).

3. Second Reading and Public Hearing of Ordinance No. 1225, An Ordinance Amending Title 6 with the Addition of a New Chapter 6.17 Concerning Discharges to the Municipal Separate Storm Sewer System

Planning Director Rollenhagen stated that there was no additional information regarding the ordinance.

Mayor Pro Tem Johnson opened the public hearing at 6:25 PM. Due to no public comment, Mayor Pro Tem Johnson subsequently closed the public comment portion of the hearing.

Councilor Fortuin moved to adopt on second reading Ordinance No. 1225, An Ordinance Amending Title 6 with the Addition of a New Chapter 6.17 Concerning Discharges to the Municipal Separate Storm Sewer System. The motion was seconded by Councilor Whetherhult. The motion was carried unanimously (4-0).

4. Second Reading and Public Hearing of Ordinance No.1325, An Ordinance Amending Chapters 18.03 and 18.06 of the Manitou Springs Municipal Code Concerning Storm Water Management and Grading and Erosion Control Permit Provisions

Planning Director Rollenhagen stated that there was no additional information regarding the ordinance.

Mayor Pro Tem Johnson opened the public hearing at 6:26 PM. Due to no public comment, Mayor Pro Tem Johnson subsequently closed the public comment portion of the hearing.

Councilor Fortuin moved to adopt on second reading Ordinance No.1325, An Ordinance Amending Chapters 18.03 and 18.06 of the Manitou Springs Municipal Code Concerning Storm Water Management and Grading and Erosion Control Permit Provisions. The motion was seconded by Councilor Whetherhult. The motion was carried unanimously (4-0).

## **I. RECEIVE OR ACT ON COUNCIL CORRESPONDENCE**

Councilor Fortuin commented on the demonstration on Saturday, June 14, 2025, stating that it was well attended and peaceful.

Mayor Pro Tem Johnson announced that there will be no City Council meetings on June 24, 2025 or July 8, 2025. She added that there will be a City Council meeting on July 22, 2025. She also shared that the Climate Action working Group (CAWG) will be hosting a potluck in Memorial Hall on June 22, 2025.

## **J. CITY ADMINISTRATOR REPORT**

City Administrator Howell reported on the following:

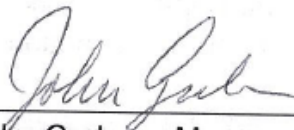
- The Dillon Mobility Hub Grand Opening went well.
- Free Dumpster Day is on June 21, 2025.

## ADJOURN

With no other items to discuss, Councilor Fortuin moved to adjourn the meeting. The motion was seconded by Councilor Shada. The motion was carried unanimously (4-0). The meeting adjourned at 6:31 PM.

Attest:

  
\_\_\_\_\_  
Elena Krebs, City Clerk

  
\_\_\_\_\_  
John Graham, Mayor

*If you need this document in an alternative format, such as large print, accessible PDF, or Braille, please contact the City Clerk's Office at [cityclerk@manitouspringsco.gov](mailto:cityclerk@manitouspringsco.gov) or (719) 685-2554.*