

**CITY OF MANITOU SPRINGS
CITY COUNCIL**

Regular Meeting Minutes
606 Manitou Avenue
September 16, 2025

The City Council of Manitou Springs met in Regular Session on Tuesday, September 16, 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 Judith Chandler
Councilor John Shada
Councilor Nancy Fortuin
Councilor Michelle Whetherhult

COUNCIL MEMBERS ABSENT FOR ROLL CALL:

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

A. CALL TO ORDER

Mayor Pro Tem Johnson called the meeting to order at 6:01 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 Mayor Graham and Councilor Wolfe.

D. APPROVAL OF AGENDA

Councilor Chandler moved to approve the agenda as presented. The motion was seconded by Councilor Fortuin. The motion carried unanimously (5-0).

E. PUBLIC COMMENT ON NON-AGENDA ITEMS

Becky Elder, 313 Plainview Place, shared that she had received an email with a flyer about parking in Fields Park.

Mayor Pro Tem Johnson confirmed that parking at Fields Park would be discussed during item H3, Consideration of Resolution No. 1325, A Resolution Adopting an Updated Universal Fee Schedule.

Shannon Norgord, 801 Duclo Avenue, referenced city code, regarding roll-off dumpsters, storage pods and other large immovable objects. She noted that her dumpster is two feet by four feet and requested that the city consider not fining her for keeping her dumpster on the street, because it is movable.

Andrew Joynton, 824 Midland Avenue, stated that he would like to talk to someone about parking laws in the city.

F. CONSENT CALENDAR

1. Presentation of Warrants
2. August 19, 2025 City Council Regular Meeting Minutes
3. Status of the Manitou Springs Volunteer Fire Department Pension Fund Report
4. Formal Action on Creekwalk 6

Councilor Fortuin moved to approve the consent calendar as presented. The motion was seconded by Councilor Shada. The motion carried unanimously (5-0).

G. PRESENTATION

1. Proclamation No. 1125, 2025 Creek Week Proclamation

Councilor Fortuin read Proclamation No. 1125 into the record, proclaiming September 27, 2025 through October 5, 2025 as Creek Week.

Alli Schuch, Executive Director of the Fountain Creek Watershed District, noted that the first Creek Week Clean Up was 12 years ago and that 175 tons of trash have been removed by over 20,000 volunteers. She stated that participating in clean up is a good way care for the watershed and community, and announced that Manitou Springs will be hosting Clean Ups on both Saturdays. She confirmed that the city has one of the higher percentages of participants per capita.

H. BUSINESS

1. Consider Appointing Lisette Casey to the Manitou Arts, Culture and Heritage Board

Ralph Routon, Manitou Arts, Culture and Heritage Board (MACH) Chair, introduced Applicants Lisette Casey and Gerald Mitchell. He noted a shift in strategy for filling alternate positions, moving from reappointing former board members to nominating new candidates seen as strong prospects for future regular roles. He added that the applicants would bring more diversity to the board. Chair Routon mentioned that both applicants had already attended MACH meetings and explained the high expectation of

the board for alternates to participate in discussions or fill in during the absence of regular members.

Applicant Casey shared that she is looking forward to being a part of the board and giving back to the community. She expressed that MACH events are especially meaningful to her.

Councilor Chandler moved to approve the appointment of Lisette Casey to MACH. The motion was seconded by Councilor Fortuin. The motion carried unanimously (5-0).

2. Consider Appointing Gerald Mitchell to the Manitou Arts, Culture and Heritage Board

Applicant Mitchell expressed interest in joining the MACH Board, noting his desire to contribute his expertise and further engage with the community he values.

Councilor Chandler moved to approve the appointment of Gerald Mitchell to MACH. The motion was seconded by Councilor Fortuin. The motion carried unanimously (5-0).

3. Consideration of Resolution No. 1325, A Resolution Adopting an Updated Universal Fee Schedule

Parking and Mobility Director John Crawford presented proposed changes to paid parking and parking fees, particularly on the east side of the city. He noted the upcoming change to Mountain Metro Route 33 on September 28, 2025, which will shift service from the Hiawatha Parking Lot to the Dillon Parking Lot, increasing parking demand in that area. In response to public feedback, Director Crawford recommended postponing the proposed paid parking changes on El Paso Boulevard until spring 2026 to better assess the impact of the transit changes. He emphasized the need to proceed with rate adjustments at the Dillon Parking Lot due to the bus route change. He also clarified that there was never a proposal to add the Fields Park Lot to the paid parking schedule and that it will remain free, though time limits may be implemented. Finally, he recommended continuing with parking enforcement at Schryver Park, citing recent misuse by Incline hikers. Director Crawford also explained that all paid parking facilities include a 30-minute free parking period available to anyone, and a 50-hour free parking allowance for city residents who provide proof of residency.

There was a brief discussion about communications received by the City Council opposing the Fee Schedule, specifically regarding changes to the Fields Park lot, during which Mayor Pro Tem Johnson confirmed that the presentation sufficiently addressed the issue because the park was not included in the changes.

Mobility and Parking Director Crawford confirmed that his recommendation is to move forward with changing fees for the Dillon and Schryver lots and added that he intends to implement enforcement for oversized vehicles parking on El Paso Boulevard.

Councilor Chandler shared that she had been contacted at least 12 times by residents opposing fees in the 100 block of El Paso Boulevard.

There was a brief discussion about why changes were being proposed for the Schryver Park lot rather than waiting to assess the impact of the upcoming bus route change and Hiawatha lot closure. Mobility and Parking Director Crawford explained that, with the pool and athletic center closed, the Schryver lot had been filling with people not using the park but parking for shuttle and Incline access. He noted that the goal is to preserve parking for actual park users and redirect commuter parking to the Dillon Mobility Hub.

Councilor Whetherhult acknowledged that parking has always been a challenge in Manitou Springs. She urged that, when the 100 block of El Paso Boulevard is reconsidered, the future City Council engage with the community before making any decisions. She expressed concern that paid parking at a public park could discourage families, low-income residents, and visitors from using the space, noting that even a small fee might impact travel plans. She emphasized the importance of considering all perspectives, including those of non-resident park users, and requested that future decisions reflect the needs of the broader community.

Councilor Chandler shared that she had spoken with Director Crawford prior to the meeting regarding concerns raised by Route 36 shuttle drivers. Drivers reported issues with vehicles parking in the bus idle area near the tennis courts, causing them to idle in the traffic lane. She relayed their request for the area to be striped to prevent parking and noted that Director Crawford agreed to address the issue.

Sharon V Naas, 205 Mesa Avenue, commented that she had concerns about parking at Fields Park and on El Paso Boulevard, but those issues seem to be resolved for the time being.

Councilor Fortuin moved to approve Resolution No. 1325, A Resolution Adopting an Updated Universal Fee Schedule as amended to remove the proposed change for the 100 block of El Paso Boulevard from Exhibit A. The motion was seconded by Councilor Whetherhult. The motion carried unanimously (5-0).

4. First Reading of Ordinance No. 1825, An Ordinance of the City of Manitou Springs, Colorado, Adding a New Chapter 12.40 of the Manitou Springs Municipal Code to Prohibit Unpermitted Work in the City

Public Services Director Ben Schmitt presented Ordinance 1825 to prohibit unpermitted work within the city. He provided context on the purpose of the permitting process, emphasizing that permits protect public health and safety, ensure work meets city standards, and offer important protections for property owners. He noted that permitted work is inspected, bonded, and documented, which can be critical for future property sales or insurance claims. He also highlighted a growing issue with contractors performing work without proper permits, creating costly and time-consuming challenges for the city. While the permit process is straightforward and accessible, unpermitted work strains limited resources and can delay other necessary maintenance. The proposed ordinance aims to reinforce the requirement for permits and establish a mechanism to recover costs associated with addressing violations.

There was a discussion about warnings and the distinction between contractors and homeowners. Public Services Director Schmitt confirmed that the ordinance is primarily aimed at addressing unpermitted work performed by contractors. He emphasized the City's education-first approach with homeowners and explained that, while homeowners often assume their contractor has obtained the necessary permits, there is currently no easy way for residents to verify this. Public Services Director Schmitt added that the city is responsible for ensuring standards are met outside the building footprint, such as service line connections, roadways, and sidewalks.

Public Services Director Schmitt clarified that the contractor would be issued the fine rather than the homeowner.

Councilor Fortuin expressed concern about the \$1,000 fine, suggesting it may not be appropriate in all situations, such as unintentional violations by homeowners.

Public Services Director Schmitt stated that while creating tiers for fines sounds reasonable, there is concern about repeat offenders who deliberately stay just below warning thresholds. In such cases, a stronger enforcement mechanism is needed to ensure compliance, though this approach is not currently detailed in the resolution.

City Attorney Jeff Parker advised that enforcement discretion is generally implied throughout city codes, even if not explicitly stated. He explained that officials exercise judgment on a case-by-case basis and noted that it is difficult to codify discretion in every provision, so the city relies on the common sense and good faith of staff when handling violations.

There was a brief discussion about an appeal process, during which City Attorney Parker advised that the city could include an appeal process to a higher city official.

Councilor Chandler noted that homeowners often act as their own contractors and suggested adding an option to the ordinance allowing the city to notify either the contractor or homeowner and provide an opportunity to resolve the issue.

There was a brief discussion about the ordinance's scope and name, to which Public Services Director Schmitt clarified that the ordinance covers unpermitted work anywhere in the city, not just within the city right-of-way. He explained that including work on service lines from the house to the right-of-way is important to ensure proper inspection and protection for homeowners, as issues like improperly installed sewer lines can go unnoticed without city oversight.

Councilor Chandler moved to approve on first reading Ordinance No. 1825, An Ordinance of the City of Manitou Springs, Colorado, Adding a New Chapter 12.40 of the Manitou Springs Municipal Code to Prohibit Unpermitted Work in the City, as amended to include an appeals process to the City Administrator of any administrative decision, and an initial requirement that the contractor or property owner be given an opportunity to resolve the matter and set a public hearing for October 7, 2025, at 6:00 PM. The motion was seconded by Councilor Fortuin. The motion carried unanimously (5-0).

I. RECEIVE OR ACT ON COUNCIL CORRESPONDENCE

Councilor Fortuin noted that the speed reader sign on Crystal Park Road is not working.

Councilor Whetherhult announced that the 70th annual Pikes Peak Marathon will be on Sunday, September 21, 2025, with festivities starting on Thursday, September 18, 2025, and the Ascent on Saturday, September 20, 2025. She added that the Manitou Springs Heritage Museum has an exhibit honoring the marathon.

Mayor Pro Tem Johnson shared that the school board passed resolution supporting the bond measure and suggested that the City Council consider a resolution at the October 7, 2025, meeting.

J. CITY ADMINISTRATOR REPORT

City Administrator Denise Howell announced that there will not be a City Council meeting on September 29, 2025. She added that Friendship Day was a huge success.

Councilor Chandler expressed appreciation for Friendship Day, highlighting it as a resident and community led event that reflected the spirit of Manitou Springs. She suggested holding the event more than once a year.

K. EXECUTIVE SESSION

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. This executive session concerns the Manitou Springs Metropolitan District.

Mayor Pro Tem Johnson read the purpose of the Executive Session into the record at 6:58 PM.

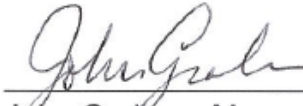
Councilor Chandler moved to enter the Executive Session for the stated purpose. The motion was seconded by Councilor Fortuin. The motion carried unanimously (5-0).

The City Council moved back to Regular Session at 7:59 PM. Mayor Pro Tem Johnson confirmed the Executive Session was held solely for the stated purpose and that no formal decision was made.

ADJOURN

With no other items to discuss, Councilor Fortuin moved to adjourn the meeting. The motion was seconded by Councilor Chandler. The motion carried (5-0). The meeting adjourned at 7:59 PM.

Attest:



John Graham, Mayor



Elena Krebs, City Clerk

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