



**CITY OF MANITOU SPRINGS  
PARKS AND RECREATION ADVISORY BOARD**  
Regular Meeting Minutes  
Remote Meeting via Zoom  
September 8, 2025

**A. CALL TO ORDER AND INTRODUCTIONS**

Chair Fatt called the Parks and Recreation Advisory Board (PARAB) meeting to order at 6:00 PM.

**BOARD MEMBERS PRESENT FOR ROLL CALL:**

Chair Danu Fatt  
Vice Chair Tim Bresnahan  
Board Member Christina Grow  
Board Member Rebecca Wood

**BOARD MEMBERS ABSENT FOR ROLL CALL:**

Board Member Anthony Lane (Arrived at 6:35 PM)  
Board Member Colin McAllister  
Alternate Board Member Jan Johnson

**B. APPROVAL OF AGENDA**

Vice Chair Bresnehan moved to approve the agenda as presented. The motion was seconded by Board Member Wood. The motion was carried unanimously (4-0).

**C. PUBLIC COMMENTS NOT ON THE AGENDA**

*(Please limit your comments to 3 minutes)*

There was no public comment.

**D. REPORTS (5 minutes)**

1. Parks and Recreation Advisory Board (PARAB)

Chair Fatt had nothing to report.

2. Council Liaison

Council Liaison Natalie Johnson reported that the Creek Walk Phase 4 Project is under construction. She shared that she went on a tour of the Hiawatha trees and that she thinks PARAB's recommendations for the trees are going to hold. She noted that there

are a lot of little trees and complexities. She mentioned that the Creek Walk Phase 6 Project would be discussed at the September 9, 2025 City Council Work Session.

Parks and Recreation Director Gillian Rossi confirmed that Public Services Director Ben Schmitt would be presenting Phase 6.

3. Open Space Advisory Committee (OSAC)

No minutes were provided for review.

## **E. PARKS AND RECREATION DEPARTMENT**

1. Director's Report

Director Rossi reported on the following:

- The new memorial bench was installed at Mansions park, and the old park bench was donated to the local food pantry.
- In addition to the Creek Walk Phase 6 Project, parking fees along El Paso Boulevard, near Fields Park, and in the Schryver Park and City Pool Parking Lot, will be discussed at the September 9, 2025, City Council Work Session.
- The Forestry Division has been watering newly planted trees and focusing on clearance pruning. Trees were pruned in the Fields Park Parking Lot.
- Current Park Staff include one seasonal Forestry Technician who will stay on through December, three full-time Parks Maintenance Workers, one Acting City Arborist, four full-time staff at the Pool, four Facilities Maintenance staff, and one Events Coordinator. The Acting City Arborist in assisting with cemetery duties, as the city does not currently have a Cemetery Caretaker.

Board Member Wood suggested that the city consider not charging fees to residents for parking at the parks.

Director Rossi stated that she would share the suggestion with the Parking & Mobility Director. She added that City Pool patrons may receive a placard or have their license plate number listed in order to not have to pay for parking.

## **F. OLD BUSINESS**

1. Adding pickleball striping on tennis court

Director Rossi shared a letter signed by 28 pickleball players requesting pickleball lines be added to the tennis court in Fields Park to expand court space when the court is not in use by tennis players. She added that she had also received emails from pickleball players requesting the striping.

Vice Chair Bresnehan stated that he would be okay with the striping as long as it doesn't affect tennis play when tennis players are present.

Board Members Grow and Wood echoed the Vice Chair's sentiment.

Chair Fatt reminded the board that the net would stay the same and that tennis players would have priority on the court.

Director Rossi confirmed that the pickleball players acknowledged the net and tennis play priority in the letter. She stated that it would cost \$2,500 to restripe the court, which would include resurfacing as well.

Board Member Wood expressed concern about PARAB catering to the pickleball players over the years. She mentioned that she is okay with the cost as it includes striping and resurfacing.

Chair Fatt mentioned that funding could come from the El Paso and Beckers account.

Vice Chair Bresnehan suggested that donations could be collected to support the project.

Director Rossi stated that she would inquire about a donation process with the City's Public Information Officer (PIO). She confirmed that the project would need to be done before or after the winter season.

Vice Chair Bresnehan commented that restriping may need to be done more frequently with more court use, and additional funding could be necessary.

Vice Chair Bresnehan moved to approve funds to restripe the remaining tennis court for pickleball play, contingent upon tennis players having priority at that court. The motion was seconded by Board Member Wood. The motion was carried unanimously (4-0).

Director Rossi noted that signage would be developed to remind players that tennis players have priority.

## 2. Approve 2026 Budget Proposal

Chair Fatt stated that PARAB receives a yearly revenue stream of approximately \$50,000 to \$55,000. She mentioned that 2026 and 2027 projects that are going to require this funding include the sod area in Soda Springs Park construction documents for Higginbotham Flats, specifically a schematic design followed by design and development for \$65,000, and production of a new printed trail map. Once a cost estimate is obtained for Higginbotham Flats, PARAB can start researching grants.

Board Member Wood stated that whether a grant match is required depends on the grant. Many of the grants she had seen do not require a match.

There was a discussion about whether any equipment, such as playground equipment or picnic tables, needs replacing in 2026, during which Chair Fatt stated that funds for

this purpose had been moved under the Parks & Recreation operating budget a few years ago.

Director Rossi shared that there is playground equipment that needs to be replaced and that replacement lawn mowers are prioritized at this time.

Vice Chair Bresnehan recommended adding \$5,000 to the 2026 budget for replacement playground equipment and park benches.

Chair Fatt suggested that she could increase the Parks line item instead of creating a new account line and that playground equipment could come out of the Pool and Recreation account line.

Director Rossi commented that "Senior and ADA fitness equipment" is in the notes for the Pool and Recreation account line, and that playground equipment is already included under the Parks account line.

Chair Fatt stated that money in the Pool and Recreation account line can be used to replace playground equipment as playgrounds are also recreation.

There was a brief discussion about whether the Pool and Recreation account line should be retitled to "Recreation." Chair Fatt confirmed that she would follow up with the Finance Director on the matter.

There was a discussion about the pending pocket park property along Crystal Park Road. Chair Fatt stated that she believes it is still for sale and that the parks dedication, saving the two corner lots for parks, still stands. She added that the fees in lieu of land will not be received until the property sells.

Chair Fatt moved to approve the 2026 proposed budget with the addition of \$5,000 to the Parks line item. The motion was seconded by Vice Chair Bresnehan. The motion was carried unanimously (4-0).

### 3. Rotating Secretary position

Chair Fatt suggested that board members take turns preparing the PARAB meeting minutes. She added that she does not believe Conservation Trust Funds can be used to pay a salary for someone to take the minutes.

**Note for the Record** – Board Member Lane joined the meeting at 6:35 PM.

There was a brief discussion about item F1, during which Board Member Lane stated that he is strongly against striping the tennis court to accommodate pickleball players. Director Rossi commented that she is still determining whether PARAB can fund the striping and expects to reach a decision within the next week.

Chair Fatt stated that if PARAB does not select a member or members to take the minutes, the duty will fall to Director Rossi.

Vice Chair Bresnehan volunteered to draft minutes for the October PARAB meeting.

The consensus was that the board would be willing to share the responsibility of drafting meeting minutes.

Board Member Grow commented that it would be nice to hire someone, but she realizes that taking turns saves a lot of money.

Chair Fatt suggested that a new PARAB member could become the Secretary and Board Member Lane supported the idea.

## **G. NEW BUSINESS**

### **1. Approve funds for Memorial Bench**

Chair Fatt requested that PARAB approve funding for the memorial bench recently installed in Mansions Park for \$1,240.47. She stated that she had made a mistake by not measuring the concrete pad. The original bench ordered was too long for the pad and a shorter one had to be ordered. She shared that the applicant had already paid for the longer bench and suggested that the shorter bench could be funded through PARAB's Memorial Tree and Bench account line, which holds \$5,000.

Board Member Wood moved to approve funding of the four-foot replacement memorial bench for \$1,240.47. The motion was seconded by Board Member Grow. The motion was carried unanimously (5-0).

### **2. Request funds for a lawnmower**

Director Rossi requested that PARAB fund two riding lawn mowers for a total of \$36,998. She explained that the new mowers are needed because the current mowers are at the end of their service life and need frequent repairs throughout the season. Director Rossi mentioned that due to budget restrictions the request is being posed to PARAB as opposed to requesting funds from the City's general fund.

There was a discussion about electric options, during which Director Rossi stated that electric lawn mowers are more expensive and have not been field tested as expansively as the gas-powered models.

Vice Chair Bresnehan expressed interest in exploring electric lawn mowers.

Board Members Grow and Wood stated that they would support approving one of the requested mowers and looking into electric models in the future.

Vice Chair Bresnehan stated that a contractor with the City, Clean Air Lawn Care, uses electric mowers and suggested that they could be a resource.

Chair Fatt stated that she'd prefer PARAB funds be used for parks and projects, and that the lawn mowers come out of the Parks and Recreation operating budget.

Director Rossi confirmed that the lawn mowers could not be funded from the Parks and Recreation operating budget as the purchase would typically be posed as a Capital Improvement Project request.

Chair Fatt proposed that PARAB contribute \$10,000 towards the purchase of one lawn mower in 2025.

Board Member Wood moved to approve PARAB giving the Parks and Recreation Department \$10,000 for the purchase of a lawn mower in 2025, from the Conservation Trust Fund, with the addition of requesting the City review electric options. The motion was seconded by Vice Chair Bresnehan. The motion was carried unanimously (5-0).

### 3. Partner with OSAC to update MS Trails and Parks pamphlet

Chair Fatt reported that the Manitou Springs Trails and Parks pamphlet, originally funded by OSAC needs updating and reprinting as the Manitou Springs Chamber of Commerce has run out. She requested that PARAB review and edit some of the park descriptions in the pamphlet and noted that OSAC will be updating the trails portion of the brochure. She added that she is not sure if OSAC will fund the printing again, or if PARAB may be asked to contribute funds.

There was a brief discussion about the name of Fields Park, during which Chair Fatt and Vice Chair Bresnehan stated that they believe the word “the” is not part of the name. This was followed by a brief discussion about the inclusion of Rainbow Falls Recreation Area in the pamphlet, during which Vice Chair Bresnehan suggested removing it, because it is not a city park. Board Member Grow stated that she thinks Rainbow Falls Recreation should be left in, as it is a park and that she does not agree with the current fee-based shuttle service.

Vice Chair Bresnehan inquired if an electronic version of the pamphlet could be pursued instead of paper copies.

Chair Fatt mentioned that paper copies would be preferred, as a lot of people do not have smart phones.

Board Member Grow mentioned that a current walking tour application may already exist that pertains to parks and trails, possibly developed by Creative Alliance Manitou Springs (CRANE). She stated that she would try to find the walking tour application.

Chair Fatt confirmed that she would gather updates from PARAB, OSAC, and the Mobility and Parking Department, and contact the pamphlet’s original creator, Dave Wolverton, to work on updating the pamphlet.

Director Rossi added that she will assist with obtaining updates from OSAC and noted that trails within Black Canyon Open Space will need to be included in the revised pamphlet.

Vice Chair Bresnehan offered to research what other municipalities do to share park and trail information.

#### 4. Revise wording for Memorial Policy

Chair Fatt reviewed the current Memorial Request Application and expressed that the current policy delays the process of getting memorial trees and benches purchased. She recommended changing “Final approval will be considered at a regular meeting of the City Council.” to “Final approval will be considered by the Parks and Recreation Director.”

There was a discussion about whether the change needed to be approved by the City Council, during which Chair Fatt explained that it does not, due to the application being created by PARAB originally and not being an ordinance.

Chair Fatt moved to approve changing the Memorial Request Application policy to state “Final approval will be made by the Parks & Recreation Director.” The motion was seconded by Vice Chair Bresnehan. The motion was carried unanimously (5-0).

### **H. OTHER BUSINESS**

#### 1. City Clerk presentation in October

Chair Fatt shared that the City Clerk has an “Effective Meetings” presentation for PARAB, an hour-long session on Robert’s Rules, when to make motions, and other board formality information. She mentioned that the presentation is meant to be interactive, proactive, and engaging.

The consensus was that the board would support including the presentation in the October 6, 2025 PARAB agenda.

There was a discussion about the proper nomenclature for the feature at Wheeler Park, which is currently listed as a “medicine wheel” in the Manitou Springs Trails and Parks pamphlet. Board Member Wood stated that “labyrinth” is the correct term. Director Rossi advised PARAB to visit the park to view the project recently completed by the seasonal Parks Maintenance staff. She shared that new material was added to the labyrinth to mitigate weeds and enhance its appearance.

Board Member Grow expressed concern about the Memorial Park sprinklers activating at 9:00 PM in relation to the Manitou Springs Drum Circle. She stated that using water to disperse people can feel targeted and requested the City consider alternative methods for clearing the park.

Chair Fatt and Vice Chair Bresnehan suggested adjusting the sprinkler schedule.

Director Rossi confirmed that the sprinklers can be set for another time.

Chair Fatt noted that the events have been cancelled for the remainder of the year.

Vice Chair Bresnehan stated that the message from PARAB should be that the sprinklers are not an intentional method of clearing people from the park and that a timing oversight is occurring.

## **I. ADJOURNMENT**

With no further business to discuss, Chair Fatt adjourned the meeting at 7:29 PM.

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