



**CITY OF MANITOU SPRINGS  
OPEN SPACE ADVISORY COMMITTEE**  
Regular Meeting Minutes  
Zoom Meeting  
August 25, 2025

**A. CALL TO ORDER & ANNOUNCEMENT OF MEMBER OPENINGS**

Chair Conley calls the Open Space Advisory Committee (OSAC) meeting to order at 6:05 PM.

**COMMITTEE MEMBERS PRESENT FOR ROLL CALL:**

Chair David Conley  
Vice Chair Paul Arlinghaus  
Committee Member Andrea Sutela  
Committee Member Judy Carnick  
Committee Member Anthony Maltese

**COMMITTEE MEMBERS ABSENT FOR ROLL CALL:**

Committee Member Robin Kovats (Arrived at 6:09 PM)  
Committee Member Sheryl Cline

1. There are three openings for alternate members.

The alternate member openings were not discussed.

2. Application from Marion Cerruzi.

Marion Cerruzi introduced herself and shared that she has lived in Manitou Springs for six years. She stated that she is a master gardener and is interested in preserving open spaces, mitigating noxious weeds, and maintaining clean trails for all who visit the City.

Chair Conley noted that her application included experience with the garden project in Mansions Park.

3. Application from Cassandra Bresnahan.

Cassandra Bresnahan introduced herself and stated that she has lived in Manitou Springs for 20 years. She added that she has been involved with the schools as a cross-country coach, utilizing the local trails. She also coordinated the Manitou 5K last year. She shared that her interests in serving on the committee include preparing for open space acquisitions, improving trails, and enhancing the quality of life in Manitou Springs.

## **B. APPROVAL OF MINUTES**

### 1. Draft minutes of OSAC May 28, 2025, meeting

Committee Member Sutela moved to approve the May 28, 2025 OSAC minutes. The motion was seconded by Committee Member Carnick. The motion carried unanimously (5-0).

## **C. AGENDA REVIEW AND PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

## **D. PRESENTATION**

### 1. Colorado Sunshine Law Presentation/Open Records Law and Process Presentation (City Clerk, 20 minutes)

**Note for the Record** – Committee Member Kovats arrived at 6:09 PM.

Deputy City Clerk Kristen Dukoi presented on the Colorado Sunshine Law and Open Meetings Law, emphasizing transparency in public business. She explained that any gathering of three or more members of a local public body to discuss public business, whether in person, by phone, or electronically, must be open to the public, with notice and minutes required when formal action may occur. Executive sessions are limited to specific matters and cannot include formal decisions. Deputy Clerk Dukoi also reviewed the Colorado Open Records Act (CORA), which requires that public records, defined as writings related to official functions or public funds, be open for inspection except for certain confidential materials. She highlighted the City's policy to make all records available unless protected by law and reminded members that emails and text messages related to their official roles or public funds are subject to CORA, stressing the importance of transparency in all communications.

## **E. REPORTS**

### 1. PARKS AND RECREATION ADVISORY BOARD (PARAB) UPDATE

#### a. Approved Minutes for PARAB 06-02-2025

PARAB minutes were not discussed.

### 2. Director's Comments (Gillian Rossi, 5 minutes)

Parks and Recreation Director Gillian Rossi reported that the split rail fence at 0 Beckers Lane was successfully completed, with funding provided by OSAC. The old Trailhead sign at Intemann Trail was repaired and reinstalled.

## F. NEW BUSINESS

1. Update on *Ring the Peak*. (Denise Howell and mark Shay from Colorado Springs Utilities, 15 minutes)

City Administrator Denise Howell provided an overview of Ring the Peak. She reported that all entities involved in planning the trail will begin work to complete the Master Plan and have the trail officially adopted as Ring the Peak. The project is a high priority for the Governor of Colorado. The main challenges include closing the Southwest gap of the trail and determining responsibility for maintenance, wildfire mitigation, and enforcement.

2. Creek Walk 4 segment: update on scope of work, timing and use of OSAC funds per 2025 budget. (Denise Howell and Karen Rowe, 10 minutes)

City Administrator Howell reviewed the scope of work for Creek Walk Phase 4 and requested \$138,340 from the committee to complete this phase of the project.

Committee Member Sutela moved to approve funding of \$138,340 for completion of Creek Walk Phase 4. Vice Chair Arlinghaus seconded the motion. The motion carried unanimously (6-0).

3. Biesel Parcels; update on property visit. (David Conley, 10 minutes)

Chair Conley explained there are three parcels that are owned by Steve Biesel and his late parents, Harold and Wilma. He stated that he spoke with Steve Beisel in April regarding the parcels and inquired about the City acquiring the parcels. The proposal was made to City Administrator Howell, who suggested the City get an appraisal or value opinion.

Vice Chair Arlinghaus stated that the parcels are important to consider, being that they will help with trail usage.

Committee Member Maltese noted that the acquisition of the parcels would mitigate future conflict regarding access.

Council Liaison Judith Candler advised that the City of Manitou Springs typically starts with a value opinion.

Committee Member Kovats moved to approve a value opinion for the Biesel parcels. Committee Member Sutela seconded the motion. The motion carried unanimously (6-0).

4. 2026 Budget: preliminary budget outline per July 23 work session. (David Conley, 10 minutes)

Chair Conley shared a drafted outline of the budget and requested that committee members review it to offer any corrections or input for finalization in September 2025.

5. September OSAC Meeting; proposal to move meeting date to Monday, September 29<sup>th</sup>. (David Conley, All, 5 minutes)

Chair Conley suggested rescheduling the September meeting to October 1, 2025. The consensus was to move September's meeting as suggested, as well as to keep the October 27, 2025, meeting as originally scheduled.

**G. OLD BUSINESS**

1. Bill Bauer Open Space:

- a. Review bid(s) for conducting survey, recommend contract approval. (Gillian Rossi, 5 minutes)

Director Rossi stated she only received a bid from Kimley-Horn for \$5,700. She stated she has a meeting within the week with Rocky Mountain Field Institute (RMFI) to discuss getting a bid on the cost of building a trail in the area.

Committee Member Kovats moved to approve funding for the Kimley-Horn survey contract not to exceed \$5,700. The motion was seconded by Committee Member Cline. The motion carried unanimously (6-0).

- b. Receipt of resolution from Mobility and Parking Board recommending construction of multi-use trail with "all haste". (All, 5 minutes)

Chair Conley briefly mentioned the recommendation. There was no further discussion.

2. Black Canyon Open Space

- a. Fire Mitigation Scope of Work and quotes. (Gillian Rossi, 5 minutes)

Director Rossi requested funding from the committee and noted that the final contract decision would be deferred to the Manitou Springs Fire Department.

Committee Member Cline moved to approve \$150,500 for fire mitigation on Black Canyon Trail. Committee Member Maltese seconded the motion. The motion carried unanimously (6-0).

- b. Kimley-Horn contract proposal to manage process with CDOT and City of Colorado Springs for walkway, access, and bridge. (Gillian Rossi and David Conley, 10 minutes)

Director Rossi asked the committee to consider funding Kimley-Horn for technical assistance with the Black Canyon Open Space Master Plan.

Committee Member Kovats moved to approve up to \$5,000 for contracting Kimley-Horn as a consultant for the Black Canyon Open Space project. Committee Member Carnick seconded the motion. The motion carried unanimously (6-0).

3. Iron Mountain Trail Repair: review bids (Paul Arlinghaus, David Conley, 10 minutes)

Vice Chair Arlinghaus reported that Timberline TrailCraft submitted bids for the project. One reflects the repairs to the trail and the other repairs to the dirt path leading to the trail. The project is geared toward mitigating water collection and runoff on the trail, as well as repair the surface for ease of use.

Vice Chair Arlinghaus moved to approve both bids totaling \$18,771. The motion was seconded by Committee Member Kovats. The motion carried unanimously (6-0).

## **H. FUTURE AGENDA ITEMS**

1. 2026 Budget: review final draft for recommendation to City Council

There was no discussion about the future agenda item, 2026 Budget.

2. Trail Mapping: reprint for Visitor's Center, status of online map on City Web site and other apps.

There was no discussion about the future agenda item, Trail Mapping.

## **I. ADJOURNMENT**

Chair Conley adjourned the meeting at 8:32 PM.

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