

**CITY OF MANITOU SPRINGS
CITY COUNCIL**

Regular Meeting Minutes
606 Manitou Avenue
October 21, 2025

The City Council of Manitou Springs met in Regular Session on Tuesday, October 21, 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 John Graham
Mayor Pro Tem Natalie Johnson
Councilor Judith Chandler
Councilor Julie Wolfe
Councilor Nancy Fortuin
Councilor Michelle Whetherhult

COUNCIL MEMBERS ABSENT FOR ROLL CALL:

Councilor John Shada (Excused)

A. CALL TO ORDER

Mayor Graham 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 Councilor Shada.

D. APPROVAL OF AGENDA

Councilor Fortuin moved to approve the agenda as presented. The motion was seconded by Councilor Chandler. The motion carried unanimously (6-0).

E. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

F. CONSENT CALENDAR

1. Presentation of Warrants
2. Consider Reappointing Karl Stang to the Pikes Peak Rural Transportation Authority Citizens Advisory Committee

Councilor Chandler moved to approve the consent calendar as presented. The motion was seconded by Councilor Fortuin. The motion carried unanimously (6-0).

G. BUSINESS

1. Consider Appointing Marion Ceruzzi to the Open Space Advisory Committee

Dave Conley, Chair of the Open Space Advisory Committee (OSAC) noted that Marion Ceruzzi is active in the community and has attended two committee meetings virtually. He added that the committee unanimously recommended her appointment.

Applicant Ceruzzi introduced herself and provided background as a molecular biologist and volunteers with several local organizations, including the Humane Society, Manitou Garden Club, Manitou Pantry, and the Women's Club. She expressed interest in serving on OSAC due to her passion for hiking, preservation of open space, and managing invasive species, noting that she is also a master gardener.

Mayor Graham expressed appreciation for OSAC and the applicant's willingness to serve the community.

Councilor Chandler moved to appoint Marion Ceruzzi to OSAC as an Alternate Member. The motion was seconded by Councilor Fortuin. The motion carried unanimously (6-0).

2. Consider Appointing Cassandra Bresnahan to the Open Space Advisory Committee

OSAC Chair Conley introduced Applicant Cassandra Bresnahan, noting her active involvement in the community and that she has attended at least one committee meeting. He shared that the committee unanimously recommended her appointment. He added that the committee is enthusiastic about the experience and energy both recommended applicants bring to the group.

Applicant Bresnahan introduced herself as a local physician who has lived in Manitou Springs for about 20 years and is raising her family in the community. She expressed her appreciation for the City's outdoor spaces and commitment to wellness, noting her regular involvement in local events and outdoor activities such as running, hiking, and biking. She stated that she values the improvements made to local trails and is eager to contribute to the committee's work.

Councilor Fortuin expressed appreciation for the high caliber of individuals serving on the City's boards and thanked Applicant Bresnahan for volunteering.

Councilor Fortuin moved to approve the appointment of Cassandra Bresnahan to OSAC as an Alternate Member. The motion was seconded by Councilor Wolfe. The motion carried unanimously (6-0).

H. HEARINGS

1. Second Reading and Public Hearing of Ordinance No. 2025, An Ordinance Vacating a Portion of the Old Man's Trail Right-of-Way Adjacent to the Property Known as 10 Old Man's Trail

Senior Planner Chelsea Royston stated that there have been no updates since the first reading of the ordinance on October 7, 2025.

Mayor Graham opened the public hearing at 6:12 PM. Due to no public comment, Mayor Graham subsequently closed the public comment portion of the hearing.

Councilor Wolfe moved to adopt on second reading Ordinance No. 2025, An Ordinance Vacating a Portion of the Old Man's Trail Right-of-Way Adjacent to the Property Known as 10 Old Man's Trail. The motion was seconded by Mayor Pro Tem Johnson. The motion carried unanimously (6-0).

2. Second Reading and Public Hearing of Ordinance No. 2125, An Ordinance Amending the Zoning Map of the City of Manitou Springs, Colorado, Rezoning 2 Parcels Also Known by Assessor's Office as Schedule Numbers 74054-26-002 and 74054-26-001 to Public Facility Zone District

Senior Planner Royston shared that there were no updates to the ordinance since the first reading on October 7, 2025.

Mayor Graham opened the public hearing at 6:14 PM. Due to no public comment, Mayor Graham subsequently closed the public comment portion of the hearing.

Councilor Whetherhult moved to adopt on second reading Ordinance No. 2125, An Ordinance Amending the Zoning Map of the City of Manitou Springs, Colorado, Rezoning 2 Parcels Also Known by Assessor's Office as Schedule Numbers 74054-26-002 and 74054-26-001 to Public Facility Zone District. The motion was seconded by Councilor Chandler. The motion carried unanimously (6-0).

3. Public Hearing for Major Development Plan Application MJR 2501 - Major Development Plan at Hiawatha Gardens

Senior Planner Royston presented the Major Development Plan (MJR) for Phases 1 and 2 of the Hiawatha Gardens project at 10 Old Man's Trail and 487 El Paso Boulevard, which includes rehabilitation of the existing building into an open-air pavilion, construction of a public restroom, parking lot, and pedestrian plaza. Senior Planner Royston described the site's design as compatible with surrounding uses, noting flood and stormwater mitigation features including a rain garden near Fountain Creek and

placement of the restroom outside the 100-year floodplain. She noted that all review criteria were met with the exception of three recommended conditions needed to satisfy the remaining requirements related to site design and landscaping. The recommended conditions were first recommended by staff to the City Planning Commission (CPC) and subsequently recommended by CPC to City Council for approval of MJR 2501.

Mayor Graham opened the public hearing at 6:27 PM. Due to no public comment, Mayor Graham subsequently closed the public comment portion of the hearing.

Councilor Chandler expressed enthusiasm and support for the project, noting her appreciation that the project has reached its current stage after many years and iterations.

Councilor Chandler moved to approve MJR 2501, based upon the recommendation of approval from CPC and findings that the request meets the review criteria for granting an MJR as set forth in City Code Section 18.06.4.13 with staff's conditions to include railing locations will be finalized wherever a wall height exceeds 30 inches adjacent to a pedestrian walkway in accordance with Section 18.03.5.7.C; A perimeter zone with a minimum width of 5 feet of inorganic matter shall be placed on the eastern edge of the pavilion per Section 18.03.6.3.G.1, and; The requisite number of shrubs and ornamental grasses (98) will be shown on the final landscape plan per Section 18.03.6.3. The motion was seconded by Councilor Wolfe. The motion carried unanimously (6-0).

4. Second Reading and Public Hearing of Ordinance No. 1925 Concerning Accessory Dwelling Units, Occupancy Limits for Dwelling Units, and Parking Restrictions for Multifamily Residential Development

Planning Director Fred Rollenhagen explained that the ordinance was updated to reflect four changes recommended by City Council at first reading. A new whereas clarifies that the revision does not meet the usual criteria for code amendments but is proposed to comply with statewide legislation. In the proposed ordinance, Accessory Dwelling Units (ADUs) would not be allowed as short-term rentals. The last sentence under use standards regarding density restrictions was removed. The ordinance would prohibit ADUs in front yards, with detached ADUs required behind the primary residence's rearmost facade and attached ADUs allowed on the side if they do not extend past the front facade. Director Rollenhagen also recommended clarifying that parcels containing multiple single-family residences would not be eligible for multiple ADUs, ensuring that an ADU is allowed only for a property with a single residence.

City Attorney Jeff Parker advised that adding a new subsection under Section 5 of the ordinance stating that an ADU shall not be located on a lot containing more than one single-family residence would clarify eligibility for parcels with multiple single-family homes.

Mayor Pro Tem Johnson expressed concern about limiting ADUs in the front yard, noting a building across the street from City Hall that may be suitable as an ADU. She added that heritage houses in the Old North End offer opportunities to convert garages

into attractive living units, and the restriction could inhibit such creative and appealing possibilities.

Councilor Fortuin stated that she would like to remove the sections limiting ADUs in front yards and garages, commenting that she finds the proposed code overly restrictive and unnecessary.

Councilor Chandler commented that she is comfortable with allowing ADUs in garages but is not in favor of newly built ADUs in front yards. She suggested restricting ADUs in front yards to preexisting structures.

Councilor Wolfe suggested that residents shouldn't be allowed to expand existing structures to qualify as an ADU in a front yard.

Mayor Pro Tem Johnson commented that focusing on highly specific details, such as the size or expansion of front-yard structures, may not be a productive use of City Council time because the likelihood of these issues coming before the Council is very low.

There was a brief discussion about how the Historic Preservation Code would apply to ADUs. Planning Director Rollenhagen confirmed that additional safeguards in the Historic District and Title 17 address structures visible from public rights-of-way, including those in front yards. He suggested that the Council consider how ADUs should be regulated outside the Historic District, where such design safeguards do not apply. He clarified that while there are no specific size restrictions in the Historic Preservation Code, the design and appearance of structures in the Historic District would be reviewed through the material change of appearance process.

City Administrator Denise Howell clarified that the proposed ordinance would allow for ADUs larger than 750 feet if 50% of the principal dwelling unit is greater.

Councilor Fortuin stated she remains committed to keeping the ordinance permissive, noting setbacks are in place and most properties have sufficient space for ADUs. She agreed with the Mayor Pro Tem that the community is unique and emphasized supporting property owners' ability to use their land as they see fit.

Mayor Graham opened the public hearing at 6:53 PM. Due to no public comment, Mayor Graham subsequently closed the public comment portion of the hearing.

Councilor Chandler reiterated support for using existing structures as ADUs but expressed concern that allowing new ADUs in front yards could impact property values, noting that many properties could feasibly accommodate a front-yard ADU.

Mayor Pro Tem Johnson stated that she is comfortable with limiting ADUs to preexisting structures in front yards, as suggested by Councilor Chandler.

Mayor Graham agreed with Councilor Chandler's suggestion.

Councilor Whetherhult stated that she is in favor of removing restrictions on ADUs in the front yard.

Councilor Wolfe stated that she is willing to compromise, expressing support for the suggestion to allow ADUs in the front yard for preexisting buildings.

City Attorney Parker advised that it is important to clarify what qualifies as an existing structure for ADU conversion and to set parameters on expansions, including limits on footprint and height.

Mayor Pro Tem Johnson suggested that the Council consider approving the ordinance and refer the matter to CPC for further refinement.

Councilor Wolfe stated that she would be opposed to garages being converted to an ADU to avoid creating problems with street parking.

Councilor Fortuin noted that the Housing Advisory Board (HAB) discussed that ADUs could attract younger residents and individuals who rely less on cars and more on public transportation, biking, and walking.

There was a brief discussion about the potential for a carport to be converted to an ADU, during which City Attorney Parker advised that without certain restrictions it would be an option, and furthermore, a second story could be allowed.

Councilor Chandler recommended that the ordinance be reviewed further.

Mayor Pro Tem Johnson stated she is in favor of eliminating garage restrictions and noted that having a garage does not necessarily equate to a parking space.

Mayor Graham commented that using a garage for a car can sometimes feel like a waste of valuable building space. He added that he would be in favor of removing the garage restriction to potentially revisit the issue later.

Councilor Whetherhult stated that she is comfortable with removing garage restrictions.

Councilor Fortuin stated that she would be opposed to restricting ADU to preexisting structures.

City Attorney Parker suggested that the provision could allow conversion of legal existing structures larger than 250 square feet, provided the footprint is not expanded. He advised that the Council should also address whether second stories or increasing the height of ADU structures would be permitted.

Councilor Wolfe supported the language suggested by the City Attorney and suggested that alterations increasing the height or footprint should be permitted. She added that the code could be revisited later if needed.

Mayor Pro Tem Johnson expressed opposition for restricting height expansion of a preexisting ADU, noting that there is a difference between adding height and adding another story.

Councilor Wolfe stated that she would be open to height adjustments for preexisting structures but opposed adding a second story.

Planning Director Rollenhagen advised that there would need to be a specific restriction to increasing the height, because in his experience he has seen that general allowances to increase the height can turn into a two-story addition.

There was a discussion about postponing the ADU ordinance and referring the ordinance to CPC, during which Planning Director Rollenhagen clarified that the emergency ordinance that was adopted by the City Council on July 15, 2025 meets state requirements.

Councilor Wolfe expressed concern about waiting too long to revisit the ordinance, noting that the ordinance in place does not have restrictions.

The consensus was that the Council would support limiting short term rentals, the clarification that the revision bypasses standard code criteria to comply with state law, as well as staff's recommendation to prohibit ADUs on lots with multiple single-family residences.

Mayor Graham moved to postpone Ordinance No. 1925 Concerning Accessory Dwelling Units, Occupancy Limits for Dwelling Units, and Parking Restrictions for Multifamily Residential Development to December 2, 2025 for second reading and public hearing, and to refer the ordinance to CPC for review of the sections pertaining restrictions of ADU structures in the front yard and garages. The motion was seconded by Mayor Pro Tem Johnson. The motion carried unanimously (6-0).

Note for the Record – The City Council took a break at 7:29 PM and reconvened at 7:46 PM.

5. Second Reading and Public Hearing of Ordinance No. 2225, An Ordinance of the City of Manitou Springs, Colorado, Amending the Manitou Springs Municipal Code to Allow Digital Publication of Certain Publication Notices

City Attorney Parker introduced the ordinance, explaining that it moves all legally allowable public notices from newspaper to digital publication to reduce costs, while retaining newspaper publication where required by law.

Mayor Graham opened the public hearing at 7:48 PM. Due to no public comment, Mayor Graham subsequently closed the public comment portion of the hearing.

Councilor Whetherhult moved to adopt on second reading Ordinance No. 2225, An Ordinance of the City of Manitou Springs, Colorado, Amending the Manitou Springs Municipal Code to Allow Digital Publication of Certain Publication Notices. The motion was seconded by Councilor Fortuin. The motion carried unanimously (6-0).

I. RECEIVE OR ACT ON COUNCIL CORRESPONDENCE

Councilor Fortuin expressed serious concern regarding repeated incidents involving Councilor Shada, including behavior that intimidated staff and residents. She noted a troubling pattern over three separate incidents and emphasized that, while she values

his contributions to the community, the behavior reflects poorly on the Council and the City. She respectfully requested that Councilor Shada consider resigning to prevent further escalation and to avoid the potential cost and divisiveness of a rumored recall election. She recommended placing the matter on a future agenda if he does not.

Councilor Wolfe stated that there has been a significant water flow along the lower part of Grand Avenue. She also shared that a neighbor raised concerns about the blighted condition of the Wheeler House with overgrown vegetation and deteriorating buildings.

Councilor Chandler thanked the Chamber of Commerce, the Women's Club and the Cliff House for hosting the 2025 Candidate Forum.

Mayor Pro Tem Johnson shared that the community has expressed interest in adding stops to the Route 33 bus at the pool and Pawnee Avenue. She indicated that she is comfortable placing a discussion regarding Councilor Shada on a future agenda.

There was a brief discussion about placing an item on a future agenda to discuss the matter regarding Councilor Shada. It was determined that the item would be placed on the November 18, 2025 agenda.

Councilor Wolfe stated that she feels it is important to hear from department heads before the all-day budget retreat.

There was a brief discussion about meeting with department heads before the budget retreat scheduled for November 22, 2025. City Administrator Howell advised that, given the upcoming election and the short turnaround for staff, a meeting could not be scheduled earlier.

Mayor Graham noted that questions and discussions regarding budget could be better addressed after the election and once revenue projections are clearer. He acknowledged that the budget process has been challenging due to delayed audits and lost revenue.

There was a brief discussion about department presentations for the budget retreat. City Administrator Howell explained that the presentations would allow for questions during and after, giving department heads the opportunity to share their work while keeping the session as concise as possible and accommodating staff workloads.

Councilors Chandler and Fortuin emphasized the importance of allowing all department heads sufficient time during budget presentations to fully brief the Council.

Mayor Pro Tem Johnson agreed with the importance of the budget presentations and added that the outcome of the retreat will largely depend on Ballot Issue 2A.

Mayor Graham shared that he recently toured the water treatment plant with the Mayor Pro Tem, noting that the hands-on experience provided valuable insight into city operations and ongoing work. He encouraged other Councilors to take similar tours when possible, describing them as an informative part of the budget process.

J. CITY ADMINISTRATOR REPORT

City Administrator Howell reported that staff hope to have Creek Walk completed by Friday, October 24, 2025.

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 Graham read the purpose of the Executive Session into the record at 8:08 PM.

Councilor Chandler moved to enter the Executive Session for the stated purpose. The motion was seconded by Councilor Fortuin. The motion carried unanimously (6-0).

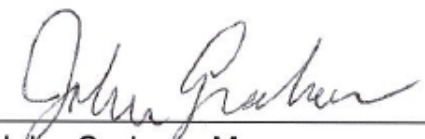
The City Council moved back to Regular Session at 8:53 PM. Mayor Graham confirmed the Executive Session was held solely for the stated purpose and that no formal decision was made.

ADJOURN

With no other items to discuss, Councilor Wolfe moved to adjourn the meeting. The motion was seconded by Councilor Chandler. The motion carried (6-0).
The meeting adjourned at 8:54 PM.

Attest:


Elena Krebs, City Clerk


John Graham, Mayor

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