



# MANITOU SPRINGS HOUSING ADVISORY BOARD REGULAR MEETING AGENDA

This meeting is scheduled to be remote, via Zoom.  
A link is provided on the City's Official Website at  
<https://www.manitouspringsgov.com/544/All-Boards-and-Commissions>



March 19, 2026

5:30 PM

- A. CALL TO ORDER**
- B. APPROVAL OF MINUTES**
  - 1. HAB Minutes 11.19.2025
  - 2. HAB Minutes 01.21.2026
- C. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- D. REPORTS**
  - 1. City Council Liason
  - 2. Staff Liason
- E. OLD BUSINESS**
- F. NEW BUSINESS**
  - 1. Pikes Peak Housing Network "State of Housing" Recap
  - 2. Affordable Housing Letter of Support to City Council
  - 3. Housing Data Overview
  - 4. New Member Introduction - Ruthie Markwardt
- G. AGENDA SETTING**
  - 1. Suggestions for Upcoming Meetings
- H. ADJOURNMENT**

**Board Members:**

Alison Gerbig, Chair (06/30/2029)  
Alea German, Vice Chair (06/30/2028)  
Anna Rebecca Allen (06/30/2028)  
T. Glenn Bosley-Mitchell (06/30/2028)  
Crystal Karr (06/30/2027)  
Ruth Markwardt (06/30/2030)

**Staff and Liaisons:**

Nate Nassif, City Council Liaison  
Fred Rollenhagen, Planning Director  
Chelsea Royston, Senior Planner  
Erin Ringsred, Planner and Landscape Architect II  
Zachary Davison, Planner II

Amy Mogck (06/30/2027)  
Michael Quintana, Alternate (06/30/2027)

*2 alternate positions available*

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Interested citizens are invited to serve on any of the City's Boards or Commissions. Please contact the City Clerk's Office for more information or visit our website at: [www.manitouspringsgov.com](http://www.manitouspringsgov.com).



**MANITOU SPRINGS  
HOUSING ADVISORY BOARD**  
Regular Meeting Minutes  
Hybrid Meeting via Zoom and at Memorial Hall  
November 19, 2025



**A. CALL TO ORDER**

Chair Gerbig called the Housing Advisory Board (HAB) meeting to order at 5:30 PM.

**BOARD MEMBERS PRESENT FOR ROLL CALL:**

Chair Alison Gerbig  
Board Member Anna Rebecca Allen  
Board Member T. Glenn Bosley-Mitchell  
Board Member Amy Mogck  
Alternate Board Member Nate Nassif

**BOARD MEMBERS ABSENT FOR ROLL CALL:**

Board Member Crystal Karr  
Vice Chair Alea German  
Board Member Michael Quintana

**STAFF PRESENT:**

Deputy City Clerk Kristen Dukoi  
Court Clerk Daniele Owens  
Planning Director Frederick Rollenhagen  
Planner II Zachary Davison

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

There was no public comment.

### **C. APPROVAL OF MINUTES**

1. September 21, 2022
2. August 16, 2023
3. February 21, 2024
4. April 17, 2024
5. June 19, 2024
6. September 18, 2024
7. October 16, 2024
8. December 18, 2024

Chair Gerbig moved to approve all the meeting minutes as presented. Board Member Bosley-Mitchell seconded the motion. The motion carried (4-0).

### **D. REPORTS**

1. Presentation: City Clerk – Training on Effective Meetings

Deputy Clerk Dukoi and Court Clerk Owens gave a presentation regarding effective meetings. Topics included the importance of roll call and tracking absences, the procedure for approving the agenda, roles and responsibilities of board members, requirements for voting and quorum, and relevant municipal code requirements. Motions were practiced as a process for turning a discussion into action. Appropriate and inappropriate discussion language was reviewed, with examples. Ethical and conflict-of-interest expectations were outlined.

### **E. NEW BUSINESS**

1. March 2026 HAB Meeting – Scheduling Conflict (Manni Awards)

Chair Gerbig motioned to move the March HAB meeting to an alternate day to be determined at the next meeting. Board Member Bosley-Mitchell seconded the motion. The motion carried (4-0).

2. ADU Survey Discussion

Board Member Mogck summarized a survey that she and Board Member Nassif put together regarding Accessory Dwelling Units (ADUs). The survey will be placed in the next meeting packet for member review.

There was a brief discussion regarding the distribution method of the survey. Options included digital and in person opportunities. Board Member Nassif noted that the original intent of the survey was to help support and inform about the first and second readings of the City Council ADU ordinance, but the survey could still be useful as an educational tool.

Director Rollenhagen emphasized the importance of staff coordination, including the involvement of the City Administrator, and noted that extra time to examine the survey would be beneficial.

### 3. Acknowledgments of Council Member Nancy Fortuin

Council Liaison Nancy Fortuin updated the Board on the requested \$2,000 allocation for HAB, noting that it is uncertain due to budget restrictions and the 2A ballot measure not passing, which is expected to result in budget cuts. She shared that, in review of the ADU ordinance, the City Council consensus was to not allow short term rentals. There is an on-going debate over front and side yard restrictions and covered parking rules. The ordinance was not approved on second reading and the emergency ordinance will remain in effect at this time.

There was further discussion about the ADU ordinance, during which Director Rollenhagen provided the current City Planning Commission (CPC) recommendation for ADUs.

Board Member Nassif raised concern about how restrictive the recommendation is, and suggested that ADUs could have more flexibility in regard to placement.

Board Member Mogck shared concerns about restrictive placement opinions on Council, adding that she felt it was a personal bias and in direct conflict to the States agenda to provide more affordable housing.

Board Member Bosley-Mitchell stated his opinion that the ruling would be far too restrictive.

Chair Gerbig agreed and supported no ADU limitations as long as they meet code and other requirements.

Chair Gerbig moved to authorize the draft of a HAB letter to City Council opposing the ADU restrictions proposed. Board Member Bosley-Mitchell seconded the motion. The motion carried (5-0).

## **F. OLD BUSINESS**

There was no discussion.

## **G. ADJOURNMENT**

With no further business to discuss, Chair Gerbig adjourned the meeting at 7:16 PM.

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**MANITOU SPRINGS  
HOUSING ADVISORY BOARD**  
Regular Meeting Minutes  
Remote Meeting via Zoom  
January 21, 2026



**A. CALL TO ORDER**

Chair Gerbig called the Housing Advisory Board (HAB) meeting to order at 5:31 PM.

**BOARD MEMBERS PRESENT FOR ROLL CALL:**

Chair Alison Gerbig  
Board Member Anna Rebecca Allen  
Board Member T. Glenn Bosley-Mitchell  
Board Member Crystal Karr  
Board Member Amy Mogck  
Board Member Michael Quintana

**BOARD MEMBERS ABSENT FOR ROLL CALL:**

Vice Chair Alea German (Excused)

**STAFF PRESENT:**

Planner II Zachary Davison  
Planning Director Fred Rollenhagen

**B. APPROVAL OF MINUTES**

1. February 19, 2025
2. August 20, 2025
3. September 8, 2025

Board Member Karr moved to approve all of the minutes as presented. The motion was seconded by Board Member Bosley-Mitchell. The motion was carried (6-0).

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

There was no public comment.

## **D. REPORTS**

### 1. City Council Liaison

Council Liaison Nate Nassif updated HAB members regarding the regional housing needs assessment meeting that he attended. Nassif stated that he would attend the Annual Regional Housing Needs Assessment gathering on February 16, 2025, at Phantom Canyon Brewing Company.

### 2. Staff Liaison

Planning Director Rollenhagen stated that on December 2, 2025, the City Council approved the Accessory Dwelling Unit (ADU) ordinance with some revisions. Detached ADUs will only be allowed in backyards, but attached ADUs will be allowed anywhere with acceptable setbacks.

There was a discussion about the HAB recommendation letter. Director Rollenhagen stated that he did not recall the details of the hearing, but anyone can view the recording. He added that there was a visual impact issue and that the City Council followed the City Planning Commission's (CPC) recommendation.

Council Liaison Nassif explained that there were two distinct viewpoints among Council members, and the one more aligned with the HAB's convictions was in the minority.

Director Rollenhagen noted that in cases where the front yard was smaller than the back yard, the ADU restrictions would be stricter.

Board Member Bosley-Mitchell expressed concern that what the City Council approved might violate state law that prevents the City from imposing further restrictions. Director Rollenhagen confirmed that the ordinance complied with state laws that allow front setback restrictions.

Board Member Mogck inquired about CPC's viewpoints on the ADU ordinance restrictions. Director Rollenhagen stated that the CPC viewed the front-yard setback restriction as a compromise.

## **E. OLD BUSINESS**

There was no old business at this time.

## **F. NEW BUSINESS**

### **1. CPC and HAB Joint Meeting, February 11, 2026, Discussion**

Director Rollenhagen stated that the CPC is considering residential density restrictions primarily within the commercial zoning district and possibly reviewing height restrictions as well. This relates to the La Fun development site, and the CPC wants to consider if the code should be revised to better support these types of projects. The Commission invited HAB and the Urban Renewal Authority (URA) to a joint meeting on February 11, 2026 at 5:30 PM in Memorial Hall.

Several HAB members verified their planned attendance.

There was a discussion about height restrictions. Director Rollenhagen explained that variances require the developer to show a hardship of some nature. The City Council did not see a hardship with the La Fun site but believes the code may need to be revised to allow such projects.

Board Member Mogck inquired whether any HAB members would agree to her drafting a suggestion list in lieu of attending the additional meeting next month. Chair Gerbig stated that she would reach out to her point of contact at the URA or to Nancy Fortin before Mogck drafts the list.

HAB members were in consensual agreement about this plan.

### **2. Planning Department ADU Updates**

Chair Gerbig stated that this was already covered in the Staff report section of the agenda.

### **3. Election of Officers**

Chair Gerbig stated that her and Vice Chair German were comfortable staying in their roles as officers.

Secretary Allen stated that she was in favor of continuing in her officer role.

Board Member Karr made a motion to reelect the current Board Officers to continue in their roles. Board Member Bosley-Mitchell seconded the motion. The motion was carried (6-0).

### **4. Standard Operating Procedure Review**

Planner Davison stated that the City Clerk wanted the SOP and the election of officers approved annually, but the HAB could opt for a two-year approval cycle for both the SOP review and the election of officers. Also, it was noted that the board will need to determine if alternates will be promoted by seniority or alphabetically.

Board Member Mogck moved to amend the SOP to include approval of the SOP on an annual basis. Chair Gerbig seconded the motion. The motion was approved (6-0).

Board Member Karr stated that it would make sense to rotate alternates by seniority.

Board Member Bosley-Mitchell made a motion to amend the SOP to rotate alternates by seniority. Board Member Karr seconded the motion. The motion was approved (6-0).

Board Member Quintana inquired if he could switch to an alternate. Chair Gerbig stated that she would write a letter to the City Clerk.

Board Member Bosley-Mitchell made a motion to approve the SOP as amended. Chair Gerbig seconded the motion. The motion was approved (6-0).

#### 5. Staff Liaison – Agenda Structure Review (New Item Proposal)

Planner Davison inquired if the agenda structure could be revised to move the staff reports section to the beginning of the meeting instead of towards the end to ensure that HAB members are informed of current events and needs before discussion during the meeting. Planner Davison also asked to introduce a section called “agenda setting” at the end of the agenda.

Board Member Mogck made a motion to revise the agenda structure and to add an additional section to the meeting agenda. Secretary Allen seconded the motion. The motion was approved (6-0).

Secretary Allen inquired if the budget would allow her to attend the Regional Housing Needs Assessment event.

Director Rollenhagen stated that there was funding available to cover the attendance.

Chair Gerbig asked whether Nassif would be willing to go and report back to the HAB members.

Secretary Allen suggested that the training budget be revisited to align with our Board's annual goals.

Chair Gerbig agreed with Secretary Allen.

Board Member Karr suggested that the board add a Prop 123 update and discussion to the next agenda item.

## **G. ADJOURNMENT**

Chair Gerbig moved to adjourn the meeting. The meeting adjourned at 6:44 PM.

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