



# MANITOU SPRINGS PARKS AND RECREATION ADVISORY BOARD REGULAR MEETING AGENDA

All upcoming PARAB meetings are 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>

May 4, 2026

6:00 PM

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

1. One regular position available; three alternate positions available

## B. APPROVAL OF AGENDA

## C. APPROVAL OF MINUTES

1. Draft Minutes from PARAB 04-06-2026 Regular Meeting

## D. PUBLIC COMMENTS NOT ON THE AGENDA

*(Please limit your comments to 3 minutes)*

## E. REPORTS

1. Parks and Recreation Advisory Board (PARAB)
2. Council Liaison
  - a. Update on Bill Bauers Open Space
3. Open Space Advisory Committee (OSAC)
  - a. OSAC Regular 03-23-2026 Approved Minutes

## F. PARKS AND RECREATION DEPARTMENT

1. Director's Report
2. Update for Tree Advisory Committee

## G. NEW BUSINESS

1. Mini-Grant Request / UpaDowna

2. Funding Request – Trees for Library Park

**H. OLD BUSINESS**

1. Ownership of land between Dillon Mobility Hub and Fountain Creek

a. Proposed Pedestrian Bridge Location

**I. ADJOURNMENT**

**Board Members:**

Danu Fatt, Chair (2/28/2029)  
Tim Bresnahan, Vice Chair (02/28/2029)  
Jehan-Ara Khan, Secretary (02/28/2030)  
Christina Grow (2/28/2028)  
Colin McAllister (02/28/2029)  
Holley Murphy (02/28/2030)

**Staff and Liaisons:**

Carey Storm, City Council Liaison  
Gillian Rossi, Parks & Recreation Director  
Aaron Reynard, Forestry Tech

*1 regular position and 3 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).



**CITY OF MANITOU SPRINGS  
PARKS AND RECREATION ADVISORY BOARD**

Regular Meeting Minutes  
Remote Meeting via Zoom  
April 6, 2026

**A. CALL TO ORDER AND INTRODUCTIONS**

Chair Fatt called the Parks and Recreations Advisory Board (PARAB) meeting to order at 6:01 PM.

**BOARD MEMBERS PRESENT FOR ROLL CALL:**

Chair Danu Fatt  
Vice Chair Tim Bresnahan  
Board Member Christina Grow  
Board Member Jehan-Ara Khan  
Board Member Colin McAllister  
Board Member Holley Murphy

1. One regular position available; three alternate positions available

Chair Fatt nominated Board Member Khan as Secretary.

Chair Fatt moved to appoint Board Member Khan as Secretary. The motion was seconded by Board Member Murphy. The motion was carried (6-0).

Chair Fatt announced that with the addition of Holley Murphy, PARAB currently has one regular member opening and three alternate member openings.

**B. APPROVAL OF AGENDA**

Chair Fatt proposed amendments to the agenda:

- Removal of Mobility & Parking Director presentation
- Removal of Council Liaison report

Board Member McAllister moved to approve the agenda as amended. The motion was seconded by Board Member Grow. The motion was carried (6-0).

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

#### 2. Draft Minutes from PARAB 03-09-2026 Special Meeting

Vice Chair Bresnahan moved to approve the minutes. The motion was seconded by Chair Fatt. The motion was carried (6-0).

### **D. PUBLIC COMMENTS NOT ON THE AGENDA**

There was no public comment.

### **E. PRESENTATION**

#### 1. Mobility & Parking Director Introduction (Felipe Lopez)

**Note for the Record** – This item was removed from the agenda during approval of the agenda.

### **F. REPORTS**

#### 1. Parks and Recreation Advisory Board (PARAB)

There was nothing to report.

#### 2. Council Liaison

**Note for the Record** – This item was removed from the agenda during approval of agenda.

#### 3. Open Space Advisory Committee (OSAC)

##### a. OSAC Regular 02-23-2026 Approved Minutes

Director Rossi reported that the Bill Bauers Open Space survey results will be presented to City Council on April 7, 2026. The Board discussed property ownership behind the Dillon Mobility Hub. Director Rossi confirmed it is city property. Board Member Grow noted the potential to expand Fields Park to the south side of Fountain Creek and mentioned a bridge installation is planned.

## **G. PARKS AND RECREATION DEPARTMENT**

### 1. Director's Report

Director Rossi stated that irrigation has been turned on and seasonal hiring is underway. Court resurfacing at Fields Park is scheduled for late July or early August with additional pickleball courts to be added.

### 2. Forestry Update for Tree Advisory Board

Neighborhood chipping for Zone 5 begins April 7, 2026. The Arbor Day tree planting is scheduled for April 24, 2026 at Fields Park. The Board suggested planting hackberries and fruiting trees for wildlife to replace fallen Cottonwoods. The goal is to plant 20 to 30 trees citywide. Director Rossi noted a dead beaver was found in a storm drain.

## **H. OLD BUSINESS**

### 1. Mini-Grant Request / 5K Run for MSSD14

The Board discussed a \$1,000 request for the 5K run. Chair Fatt noted the "Fees in Lieu of Land" account balance is \$12,050. She recommended the applicant seek other funding sources in the future.

**Note for the Record** – Vice Chair Bresnahan recused, due to a conflict of interest related to his spouse serving as the event organizer.

Board Member McAllister moved to fund the 5K run for \$1,000. The motion was seconded by Board Member Khan. The motion was carried (5-0).

### 2. SOP Draft Update

Board Member Khan presented a training skills matrix aligned to Standard Operating Procedures (SOP) responsibilities. The Board discussed adding high-level training language to the SOP and additional resources to the PARAB webpage.

### 3. Draft New Mission Statement

The Board agreed to send mission statement ideas to Secretary Khan for future review.

## **I. ADJOURNMENT**

Chair Fatt moved to adjourn the meeting. The motion was seconded by Vice Chair Bresnahan. The motion was carried (6-0).

The meeting adjourned at 7:11 PM.

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**CITY OF MANITOU SPRINGS  
OPEN SPACE ADVISORY COMMITTEE**

Regular Meeting Minutes  
Remote Meeting via Zoom  
March 23, 2026

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

Chair Conley called the Open Space Advisory Committee (OSAC) meeting to order at 6:08 PM after a few technical difficulties.

**COMMITTEE MEMBERS PRESENT FOR ROLL CALL:**

Chair David Conley  
Vice Chair Paul Arlinghaus  
Committee Member Judy Carnick  
Committee Member Sheryl Cline  
Committee Member Robin Kovats  
Committee Member Anthony Maltese - Absent  
Committee Member Andrea Sutela  
Alternate Committee Member Cassandra Bresnahan  
Alternate Committee Member Marion Ceruzzi  
Alternate Committee Member Anthony Lane

1. No openings or regular members or alternates at this time.

There was no discussion.

2. Committee Membership Change Proposal: Sheryl Cline to move to an alternate position, to be replaced by Cassandra Bresnahan as a regular member. Request committee approval for recommendation to City Council to approve change.

Committee Member Kovats moved to recommend to the City Council that they approve moving Committee Member Cline to an alternate position and Alternate Member Bresnahan to a regular member position. The motion was seconded by Vice Chair Arlinghaus. The motion was carried (7-0).

**B. APPROVAL OF AGENDA**

Chair Conley noted that the Executive Session needs to be cancelled due to the meeting being virtual-only. He explained that Executive Sessions must be held in person.

Committee Member Kovats moved to reschedule the Executive Session and to move the Director's Comments to the end of the agenda. The motion was seconded by Committee Member Cline. The motion was carried (7-0).

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

#### 1. Draft minutes of OSAC Feb. 23, 2026 meeting

Committee Member Carnick moved to approve the minutes as presented. The motion was seconded by Committee Member Kovats. The motion was carried (7-0).

### **D. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

### **E. REPORTS**

#### 1. Parks and Recreation Advisory Board (PARAB) Update

##### a. Approved Minutes for PARAB 02-02-2026 meeting

Chair Conley provided updates on Parks and Recreation matters, including potential developments at Higginbotham Flats Overlook Park and the possibility of acquiring land behind the Dillon Mobility Hub to connect to Fields Park.

#### 2. Director's Comments

##### a. Adopt-a-Trail Program Updates

##### b. Bill Bauers Open Space – Survey Presentation Date/ Presentation results by Kimley-Horn has been moved to Tuesday, April 7<sup>th</sup>.

**Note for the Record** – The Director's Comments Item was moved to the end of the agenda after Item G1 Trail Maintenance.

### **F. OLD BUSINESS**

#### 1. Governing Protocols

##### a. Standard Operating Procedure was adopted Feb. 23, 2026 and Chair Conley reported that the SOP has been filed with City Clerk's Office.

There was no discussion.

## 2. Fire Mitigation Plans

- a. Update on meeting with MS Fire Department about starting a volunteer Wildfire Mitigation Program for open space parcels. (Judy, Gillian)

This discussion focused on three related topics: a flyer informing citizens about mitigation on small open space parcels, ensuring the website has mitigation information, and creating a tool closet for citizens to borrow mitigation tools.

Committee Member Carnick presented an update on a wildfire mitigation flyer developed in collaboration with the Manitou Springs Fire Department. The flyer aims to inform citizens about the availability of Fire Department services, including the Chipper Days program and advice for property mitigation. Board Member Carnick explained that the flyer aims to provide a methodology and path forward for property owners to mitigate fire risks, emphasizing citizen engagement and collaboration.

Carnick also discussed plans for establishing a community tool closet to support community mitigation efforts, with her volunteering to seek tool donations from Lowe's and Home Depot.

Director Rossi stated that she will share the flyer through neighborhood email groups and potentially schools by the end of the week. Rossi confirmed that the application process would allow participants to select specific parcels and workdays.

Rossi highlighted that while some parcels might be difficult for the City to access due to private property requirements, the program would enable individual property owners to take on small-scale fire mitigation efforts, with the Fire Department available to provide guidance and support to volunteers.

The Committee agreed to include Alternate Member Ceruzzi's suggested quote "mitigate to alleviate fire exposure" in the brochure, with additional details about OSAC's involvement to be placed on the website.

Director Rossi confirmed plans to add the chipping schedule and zone map to the brochure, noting that the City would make exceptions for open space parcels that are mitigated.

The consensus was to aim to launch the program and prepare the website within the week.

Vice Chair Arlinghaus inquired about the use of power tools, particularly gas-powered weed trimmers, and suggested combining fire mitigation and trail building efforts by creating a shared tool closet.

Board Member Carnick confirmed that the fire tools would be hand tools like hand saws, loppers and rakes.

The Committee discussed that someone in a neighborhood could self-organize neighbors to use the tools. The lead neighbor would coordinate with the Fire Department and make sure the work was scheduled to coordinate with the Chipper Days schedule.

Board Member Carnick emphasized that having a mobile chipper would serve as a motivator for community participation. Carnick noted that Fire Lieutenant Mike Willie and his team were willing to train local volunteers to handle chipping operations when they couldn't be present.

The Committee discussed promotional strategies for the fire mitigation program. They explored various display locations including the pool sign and kiosk by the Wichita lot for promoting the initiative.

There was a discussion about reporting mechanisms for unaddressed open spaces. Director Rossi clarified that concerned residents would contact her and the Fire Department, with reported parcels being shared with OSAC for consideration at future meetings.

### 3. Volunteers for Outdoor Colorado (VOC) Workday in BCOS – April 4, 2026

- a. Vote on contributing funding to support the project.

The Committee discussed funding a volunteer trail building event organized by VOC scheduled for April 4, 2026.

Vice Chair Arlinghaus moved to contribute \$2,000 to support the event. The motion was seconded by Committee Member Cline. The motion was carried (7-0).

The event will involve 39 volunteers with 4 to 5 crew leaders working on trail building. Several committee members committed to attending to help manage the event.

### 4. BCOS Vision Quest Site – Management Options

- a. Paul Arlinghaus and Marion Ceruzzi on site inspection and discussion with Manny Pulido on options to protect site and to install signage.

Director Rossi reported that she had met on site with Anna Cordova, Garden of the Gods Park Manager and former City of Colorado Springs Archaeologist, who intended to make some inquiries about the site. Cordova also confirmed that a trail 30 meters away from the site would meet tribal and State standards. The Committee agreed to schedule a site visit to assess the topography and trail feasibility.

5. West End

- a. Update on communications with David Walton.

Chair Conley reported that David Walton, a property owner, had asked to schedule a meeting in April and that Conley would follow up with him at the first of the month.

**G. NEW BUSINESS**

1. Trail Maintenance

- a. Discuss trail workday schedule for Spring-Summer 2026.

Vice Chair Arlinghaus proposed bi-weekly Monday evening trail maintenance volunteer events, and the Committee discussed creating a tool library for trail work, with Committee Member Carnick offering to help compile a tool list.

E2. Director's Comments

- a. Adopt-a-Trail Program Updates

There was no discussion.

- b. Bill Bauers Open Space – Survey Presentation Date/  
Presentation results by Kimley-Horn has been moved to Tuesday, April 7<sup>th</sup>.

There was no further discussion beyond the rescheduling of the presentation.

Director Rossi gave a brief update on the Black Canyon Open Space Master Plan implementation. She reported that Compass Surveying had done its field work, which was necessary for other consultants to evaluate the project and design their components for the project. Kimley-Horn was reported to be scheduling initial meetings with Colorado Department of Transportation (CDOT) and the City of Colorado Springs.

**H. FUTURE AGENDA ITEMS**

Consideration of way-finding signage along Creek Walk will be on a future agenda.

**I. EXECUTIVE SESSION**

- 1. Continue discussion of potential open space acquisition.

**Note for the Record** – This item was removed from agenda, during Approval of the Agenda.

## **J. ADJOURNMENT**

Committee Member Carnick moved to adjourn the meeting. The motion was seconded by Vice Chair Arlinghaus. The motion was carried (7-0).  
The meeting adjourned at 7:19 PM.

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## Forestry Division Report

*For May 4<sup>th</sup>, 2026 PARAB Regular Meeting*

- As of Friday, May 1<sup>st</sup>, **23 trees** have been planted!
  - Locations include:
    - Crystal Valley Cemetery
    - Fields Park
    - Creek Walk Trail/Path
    - Schryver Park
  - Species include:
    - Hackberry
    - Shumard Oak
    - Sugar Maple
    - Chinkapin Oak
    - Oakleaf Mountain Ash
    - Hornbeam
    - Hophornbeam
    - London Planetree
    - Turkish Filbert
    - Bristlecone Pine
    - Gingko biloba
    - Hawthorn
    - Lanceleaf Cottonwood
    - Narrowleaf Cottonwood
    - Thinleaf Alder
- Arbor Day Tree Planting Event hosted in Fields Park on Friday, April 24<sup>th</sup> (Arbor Day!)



# PARAB COMMUNITY GRANTS APPLICATION

<b>Organization or Individual Name:</b> UpaDowna
<b>Contact Name/Title:</b> Christina Lorete, Executive Director
<b>Address:</b> [REDACTED] Manitou Springs, CO 80829; [REDACTED]
<b>Daytime Phone:</b> [REDACTED]
<b>Email:</b> [REDACTED]

<b>Amount Requested:</b> 750.00
<b>Funds Requested by date:</b> August 1, 2026
<b>Purpose of Funds:</b> To support UpaDowna's monthly hikes in Manitou Springs for families including adults and youth from September to November 2026.

**Briefly describe the event/activity you are proposing:**

UpaDowna's Summit Series is a three-month, family-friendly hiking program taking place from September through November, designed to connect youth and adults with the outdoors while fostering community. Participants will explore local trails in Manitou Springs, including Red Mountain Trail and Intemann Trail, culminating in a final, more challenging hike up the Manitou Incline. Each guided hike emphasizes building camaraderie, promoting safe outdoor recreation, and educating participants on Leave No Trace principles. The series also introduces participants to trails they may have not explored before and areas with limited parking access, helping increase confidence and accessibility for future independent exploration.

**What is/are the planned date(s) for this event/activity?:**

September 12, October 10, November 14

**Do you have an established history of providing this kind of event? Please describe:**

UpaDowna has a strong track record of delivering impactful guided hiking programs, which serve as a foundational component of the nonprofit's programs. UpaDowna regularly facilitates hikes for participants of diverse ages and ability levels, with an emphasis on safety, inclusivity, and environmental education.

**What is the expected attendance at the event? (Include demographics; is this youth specific or broad age ranges) :**

The anticipated attendance for the Summit Series hiking program is 20-30 youth and adults per hike, aligning with participation levels seen in similar programs. If attendance exceeds this range, UpaDowna will divide participants into smaller groups with staggered start times to prevent overcrowding on the trail systems.

**How will you publicize this event? (If appropriate, include membership totals of your organization or subscriber totals for email newsletters) :**

UpaDowna will promote community outreach for this event primarily through electronic platforms, including PeakRadar, Instagram (4,500+ followers), Facebook (10,000+ followers), and its newsletter (2,500+ subscribers). Additionally, UpaDowna will distribute flyers at local Manitou Springs businesses to provide printed information about the Summit Series hiking program.

**Where will this event take place? Please list specific parks or community areas:**

This event will take place across three trailheads: Intemann Trail, Red Mountain Trail, and the Manitou Incline.

**Is this a collaborative effort with others in the community? If yes, please list partnerships:**

UpaDowna will partner with Rocky Mountain Ride to provide transportation shuttle services to the trailheads from their office on Hwy 24, Colorado Springs.

## PARAB Mini-Grant Application Budget Form

**Name of Course/Program:** UpaDowna's Summit Series

**Fiscal Year:** 2026 (Jan 2026-Dec 2026)

**Mini-Grant Amount Requested** \$750.00

### Section 1 : Revenues

			<u>BUDGET</u>	<u>ACTUAL</u>
<b>REVENUE</b>				
PARAB Mini Grant Funds			\$750.00	\$0.00
Cash Contributions/Donations			\$500.00	\$0.00
Other Contributions (UpaDowna Budget)			\$1,000.00	\$0.00
<b>TOTAL REVENUES</b>			<b>\$2,250.00</b>	<b>\$0.00</b>

### Section 2: Expenses

			<u>BUDGET</u>	<u>ACTUAL</u>
<b>OPERATING EXPENSES</b>	<b>Item Description:</b>			
Software	Eventbrite Pro, One Time Fee		\$15.00	\$0.00
Instructional Materials	Leave No Trace Cards		\$50.00	\$0.00
Food	Snacks		\$150.00	\$0.00
Supplies	First Aid Kit Restock		\$100.00	\$0.00
Printing	Flyers		\$50.00	\$0.00
Rents/Leases	Shuttle Rental @ 150.00/hike		\$450.00	\$0.00
Staffing	2 Staff Members/Hike @ 5 hours		\$600.00	\$0.00
Promotional Items	Hats		\$500.00	\$0.00
Other:			\$0.00	\$0.00
<b>TOTAL OPERATING EXPENSES</b>			<b>\$1,915.00</b>	<b>\$0.00</b>
<b>GROSS PROFIT</b>			<b>\$335.00</b>	<b>\$0.00</b>

Blue = Funding from PARAB would be allocated to these expenses.

\*List any in-kind contributions below:  
 - Discounted Shuttle Rate from Rocky Mountain Ride


**Budget less Actual**

\$750.00
\$500.00
\$1,000.00
<b>\$2,250.00</b>

**Budget less Actual**

\$15.00
\$50.00
\$150.00
\$100.00
\$50.00
\$450.00
\$600.00
\$500.00
\$0.00
<b>\$1,915.00</b>

**\$335.00**

## **PARAB Mini-Grant Guidelines (<https://www.manitouspringsco.gov/216/Grant-Guidelines>)**

### **Eligibility**

**\*\*To the eligible applicants, please note mini-grants will not cover third party compensation(s) or salaries.**

To be eligible for grant funding, applicants must:

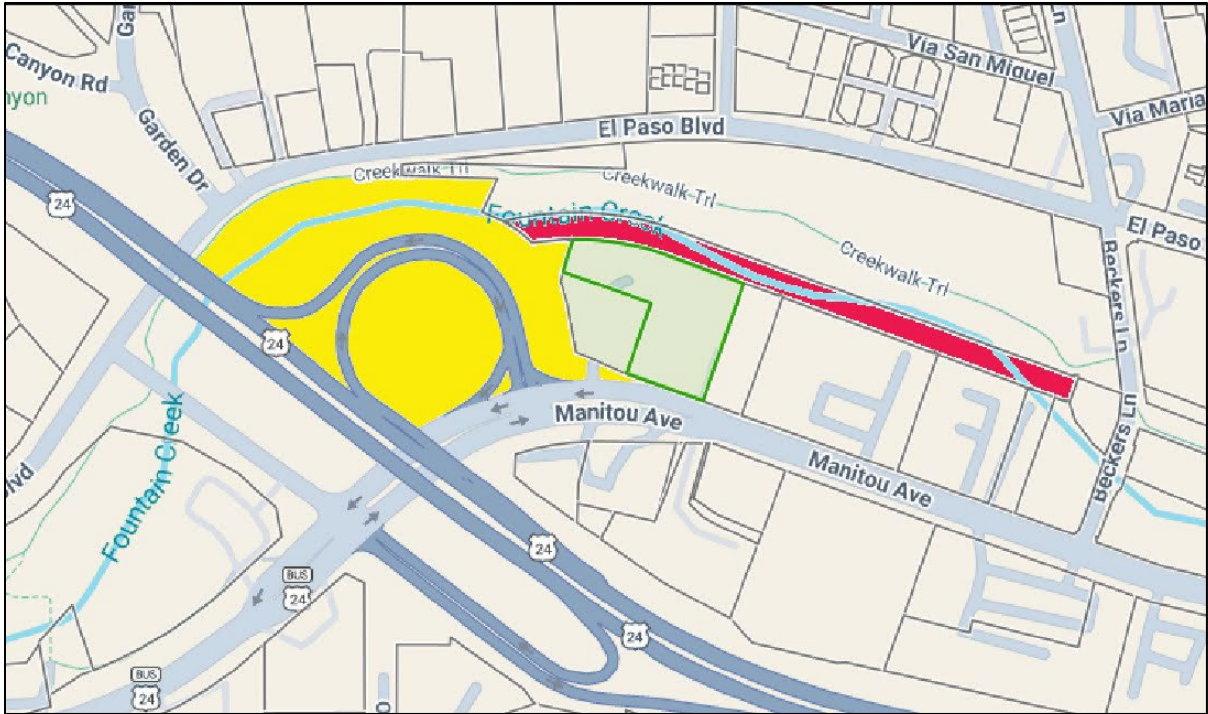
- Be living or operating in the community of Manitou Springs.
- Provide all requested information regarding the project and an implementation plan.
- Present a budget reflecting all expected revenues and related expenses. Please use this [budget template \(XLS\)](#).
- Describe the specific items/purpose for which Parks and Recreation Advisory Board funds are being requested

### **Requirements**

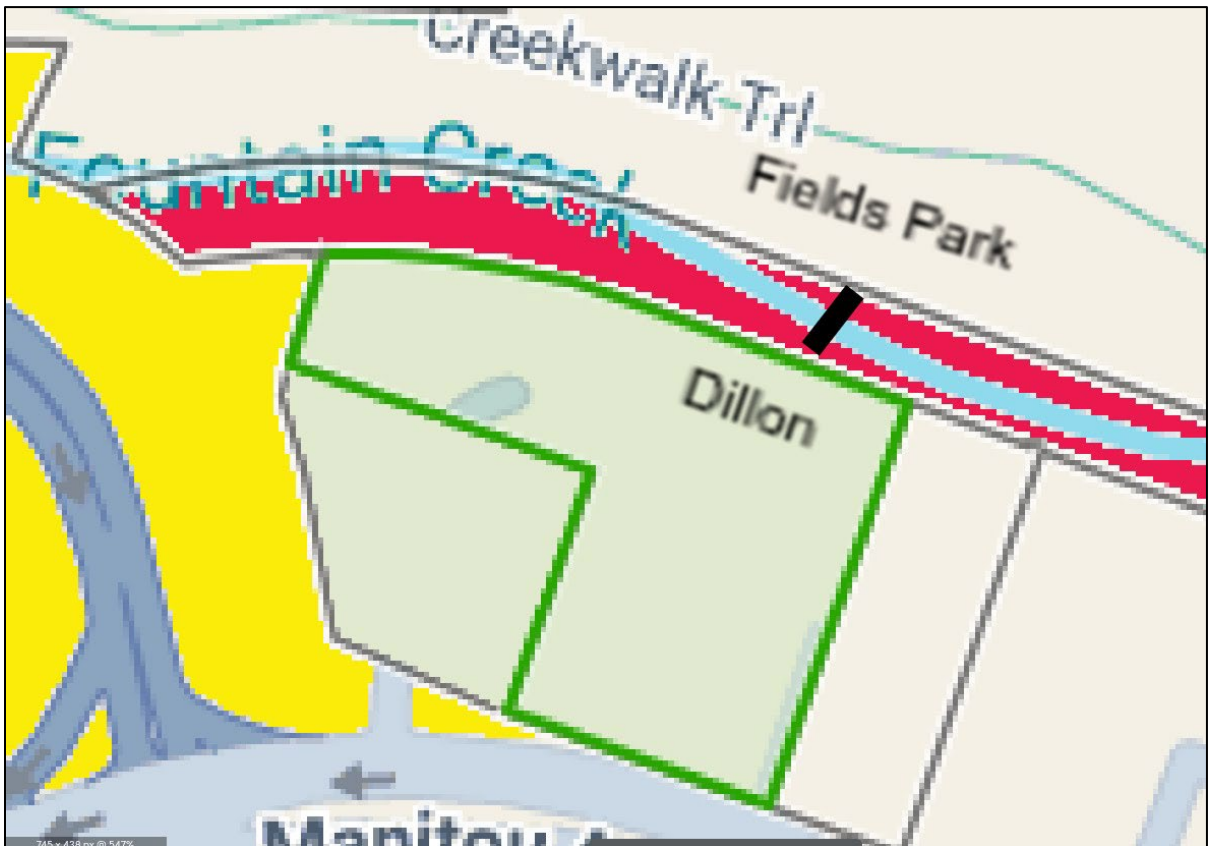
**\*\*Note: The community grants opportunity is meant to cover project costs and is not meant to be a money-making opportunity for the applicant(s).**

- Applications must be typed; handwritten applications cannot be accepted.
- A committee of representatives from PARAB will review all applications and determine which applicants will receive funding. Applicants will be notified of the decision and the availability of funding within two months of PARAB receiving the grant request.
- Activities or projects are intended to be completed and grant funds spent before the end of the year.
- Activities should appeal to a large audience. While all activities need not specifically be geared toward youth, the content should be family-friendly and age-friendly.
- Activities may be completely new events or part of an ongoing series. (For example, organizations that typically hold a free summer concert series would be eligible to apply to bring their concert to the park for one or more days within the grant period.)
- Preference will go to individuals or groups showing a collaborative effort with others in the community.
- Events should be free or at a very low cost.

- A wide variety of activities is encouraged, and selection will be based, in part, on the Board's desire to provide a diverse mix of events on as many days/evenings as possible. Further, the Board encourages recreational and sports activities, as well as more non-traditional events such as outdoor film screenings, interpretive hikes for children and adults, interactive hands-on art projects, health and wellness activities, workshops, etc.
- Please note that funding of \$1,000 is the maximum grant available and funding of that size would most likely be reserved for a large, hands-on project or festival-type event.
- Additional documentation may be requested in order to complete the application process and/or receive final approval of grant funding.



Red indicates land between the Dillon Mobility Hub and Fountain Creek.



Black rectangle indicates suggested location for bridge.