



SECOND
QUARTER
2016



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CITY OF MANITOU SPRINGS NEWSLETTER

City Administration

By Jason Wells,
City administrator

Having just recently completed my second full year in service to the city, I find myself reflecting on how much your municipal government has accomplished in such a small amount of time. Most of you who have chosen to read this far (not calling BS on my initial observation) are probably familiar with the phrase, “moving at the speed of government.”

By and large, this somewhat disparaging tagline is deserved. Just out of school, I landed a job with the federal government — the National Park Service Environmental Quality Division. EQD is housed in a small space in an unassuming office park outside Denver and is staffed by only 10 or so budding attorneys, environmental specialists and supporting staff.

Our charge was to review enormous draft management documents containing the details of how our national parks were to be operated. For someone just out of school, this was an exciting prospect — an opportunity to delve right into the day-to-day affairs of our nation’s most treasured natural places and effect some positive change therein.

I quickly discovered, however, that some of the documents placed on my desk for my scrutiny had already been in staff review for literally years; progress was *glacial*, to say the least.

Jumping ahead a dozen or so years to last month, while attending the annual Colorado Municipal League conference, I met someone there for the first time as a municipal intern, just breaking into the field of local government.

As we talked, she mentioned that she had just left a job working for the federal government in a small, obscure office park, just outside Denver. Yes, she had just moved on from EQD herself.

After our initial “no way!” moment, we naturally started talking shop and about all the various management plans we had worked on.

Though she referenced a few that were new to me, we shared many a deflating moment as we learned that we had painstakingly pored through many of the same plans in *draft form*, 12 years apart. They still hadn’t been adopted.

Working in local government — particularly for a small and agile municipality such as Manitou Springs — the opportunity for immediate gratification is far greater.

Although I realize that much of what we do as city staff is not particularly visible and perhaps appears to move at a lackadaisical speed, if at all, I can honestly report to you that the amount of progress this city has undertaken with its very modest resources is beyond impressive to me, still a relative newcomer, but also as someone who has witnessed the pace of government operations elsewhere.

Even the city’s “blue chip” achievements in the past two years are too numerous to itemize here.

But for small cities, things like embarking on broad, community-wide planning processes (Master-Hazard Mitigation, Parks/Open Space/ Trails and soon-to-be Storm Water Master Plans), purchasing large commercial properties and open space (Hiawatha Gardens and the Voth property), undertaking multimillion-dollar disaster recovery/mitigation projects (Williams Canyon and more), creating new and important municipal functions (human resources, ADA compliance, custodial services, events management), mobilizing enhanced seasonal security (SAS Security last year and El Paso County Sheriff’s deputies this year), obtaining grant funds to expand one municipal facility and evaluate needs for another (forthcoming new splash pool and City Hall) while strategizing to build or improve others (forthcoming library improvements and possible fire department training facility), progress can occur only as fast as available time and a meaningful democratic process will allow.

In most small communities, moving ahead with just one or two big-ticket items per year is an acceptable standard. And again, although the above represents a mere sampling of the special achievements I have witnessed during my brief tenure, it all occurred in the past two years.

Although plenty of other priorities have perhaps not been resolved to our collective satisfaction (Ruxton Avenue congestion and unlawful/antisocial activity downtown, for example), from my perspective, what *has* been achieved can and should be celebrated.

I would like to again allude to the efforts of your city staff and City Council — both of which are chiefly entrusted with providing basic services to the community — i.e., answering the phone and responding to emails, providing essential emergency services, diligently managing the city’s finances, providing safe water, keeping streets navigable and parks enjoyable, etc.

My magnificent Manitou experience thus far,



Jason Wells

however, teaches me that this is a community that not only *aspires* to go above and beyond the routine, but rather is inhabited by, staffed by and governed by individuals who are willing to put in the extra work not just to develop ideas, but to create special results for residents and visitors.

So, two years into the job, as I reflect on the progress I’ve been privileged to be a part of, I rejoice that I’ve managed to professionally distance myself from the often discouraging bureaucracy I experienced at EQD and on other professional assignments.

At the same time, I contemplate the unique Manitouesque elements that have allowed progress to thrive here. In addition to our wonderful staff, I think of the selfless advisory boards and committees which, for no remuneration and little credit, often undertake the heavy lifting on the issues and challenges that ultimately make their way to City Council. I think of your elected officials who could easily cast off daring concepts and ideas, but instead commit to spending each Tuesday — sometimes well into the night — deliberating decisions that would challenge even Socrates. And most certainly, I think of the citizenry of this wonderful town, which simply will not accept “normal” as an answer.

My continuing thanks to you all.



Grace Ramsden



Jasmine Huerta



Ana Partida

Manitou Springs Police Department



By **Joe Ribeiro**,
Police chief

The Manitou Springs Police Department is proud to partner with the University of Colorado, Colorado Springs (UCCS) to provide a law enforcement internship to rising seniors.

While students are learning about the profession, they are also contributing to our community by helping our residents, businesses and guests as patrol ambassadors.

Here is a little more information about each. Please stop and chat with them as they help patrol Manitou Avenue.

Grace Ramsden: I am starting my senior year at UCCS in the School of Public Affairs, working toward a

bachelor's degree in criminal justice. Ever since I was little, I have wanted to pursue a career in law enforcement.

I am one of the lucky few — I've stuck with my major and have never once thought about changing it. A criminal justice internship is required to graduate. I am lucky that I found a place like the Manitou Springs Police Department to get the experience under my belt.

Due to its size, this department is different from what I have always pictured a police department to be. With it being so small I have been able to get to know each officer on an individual basis and it's very nice to walk in the door every day and have the officers greet me by name.

My duties vary day to day, depending on what the officers have

going on and what I can tag along for. I have had some great experiences getting first-hand insight into what the officers do daily and then they send me off on my own to do foot patrol downtown.

I have gotten to know the area, what to look out for and the people as well. Tourists will approach me with questions that I am pleased to answer as well as locals just wanting to strike up conversation.

Overall, the experiences have been great and I am thankful to be a part of something that will prepare me for my future career in law enforcement.

Jasmine Huerta: I am a senior at UCCS, studying criminal justice with an emphasis in forensics. As part of my degree program, I must complete

an internship related to my field of study.

My duties as a patrol ambassador involve patrolling downtown Manitou Springs, assisting the public with any questions they have and observing local procedures.

I chose the Manitou Springs Police Department to do my internship with because I can easily relate with locals since Manitou reminds me of my hometown of Boulder, along with the opportunity to work and learn from local law enforcement. The people of Manitou have been nothing but welcoming and the officers within the department have been very helpful and are enjoyable to work with.

Ana Partida: Biography unavailable.

Parking



By **Neal Yowell**,
SP+ manager

This year has been busy, to say the least. The summer tourist season started mid-May and has not stopped. Weekends have seen an increase in traffic and parking is a hot topic.

Earlier this year, the city of Manitou Springs purchased the Tajine Alami building and parking lot and the site has reverted to the original name of Hiawatha Gardens. This is the free parking lot east of Memorial Park on Old Man's Trail.

The free shuttle pickup and dropoff locations, as well as the pickup and dropoff location for the Metro No. 3 Colorado Avenue-Manitou Avenue bus route, are along Old Man's Trail.

Ridership continues to increase on the free shuttles. The Cog/Incline shuttle Route 33 runs 5:30 a.m.-7:30 p.m. seven days a week from the

shuttle hub to the Cog and back.

The Manitou Avenue shuttle Route 36 runs from Beckers Lane to Ruxton Avenue from 7:50 a.m. to 10:05 p.m. Sundays-Thursdays and until midnight on Fridays and Saturdays.

To view route and bus stop locations, visit coloradosprings.gov/mountain-metro/page/route-information or visit our office in City Hall, 606 Manitou Avenue, to pick up a flier.

Permits are still available for the Wichita, Canon and Smischny parking lots. A p.m. permit is available for

\$30, which is good in the lot of your choice from 4 p.m.-10 a.m. for those who frequent the downtown dining and night life.

Of course, the Route 36 shuttle is a great option for Friday and Saturday evenings until Sept. 12.

A pilot project began July 12 for the 00-99 block of Ruxton Avenue. The nine parking spaces on lower Ruxton Avenue are now restricted to a two-hour

maximum limit once per day.

The spaces have green-painted curbs and the city ordinance states that, after two hours, the vehicle must

move from that city block. Citations for exceeding that limit begin at \$35 for the first offense and increase with each additional offense.

Overall, the parking program is helping with the turnaround for on-street parking.

The average stay on-street is three hours or less. The city's revenue from citations is approximately 9 to 12 percent of the total revenue collected from on-street kiosks and from the parking lots.

Those who choose to stay longer are paying to park in the lots or are using the free parking lot.

The parking office's hours are 8 a.m.-5 p.m. Mondays through Fridays, except on holidays.

If you have a parking concern outside normal business hours please contact the El Paso County dispatch non-emergency phone number at 390-5555.

Enjoy your summer.

“Overall, the parking program is helping with the turnaround for on-street parking.”

– Neal Yowell

Manitou Springs Fire Department



By John K. Forsett,
Fire chief

It's truly an honor and a humbling experience to be able to lead a group of such admirable, giving and selfless firefighters as we have here in Manitou Springs.

As I write this, four of our firefighters are deployed to the Hayden Fire, 40 miles west of Cañon City and currently more than 12,000 acres. These folks will almost certainly spend a full 14-day tour at that fire and may possibly be replaced by relief crews after that.

And others have been deploying to Fort Carson since July 9, supporting suppression operations on a wildland fire on the military post.

The time that your volunteer firefighters spend preparing to provide emergency services or to meet general customers' needs is daunting in today's environment.

The same can be said for our remarkable fire department staff. Day in and day out, these employees and volunteers provide the utmost in professional, compassionate service.

Your firefighters treat people who may be having the worst day of their life as if they were family members, no matter what walks of life, young or old. You, like me, should be very proud of each and every one of them.

None of the deployments or response successes would have been possible without our volunteers



Bulletin file photo

giving selflessly of their time to train. Our training needs continue to be a high priority, and I believe we are seeing the highest-quality efforts of one of the best training cadres ever assembled in our department.

In looking at some of our budgetary goals, by now most of you have seen that we have been giving our fire station a bit of a facelift. New energy-efficient glass garage doors have replaced the old and nearly unmaintainable doors that had operational issues for quite some time.

Personnel entry doors that had rusted to the point of having holes and weak spots have been replaced. The building's exterior has been painted with a slightly more charming and less bland coat of paint (although that may be just my subjective opinion).

At present, we are just days away from completing the replacement of all interior and exterior lighting systems with energy-efficient fixtures and LED lights.

Additionally, we have worked diligently to prepare our firefighters with proper wildland personal protective clothing and equipment, and we have removed the grass and deck from the back of the fire station and replaced it with pavement to provide some small space to train locally.

The air compressor to fill our self-contained breathing air bottles is so old that museum curators stop by to have their picture taken with it. It's finally being replaced with a compressor that has a serial number of more than two digits.

Thank you, members of City Council, for recognizing and addressing our needs.

Finally, I would ask that you please visit our new website at www.msfd.com, and like our Facebook page at www.facebook.com/manitousprings.firedepartment.

Both sites have been built and maintained by our volunteers. They provide lots of news, information and history of the Manitou Springs Fire Department.

I have so much more to tell you about, and individuals I would like to recognize, but they only allow me so many characters per article, and I'm sure I blew by that a long time ago.

Be safe and do something to help your neighbor, maybe by becoming a volunteer firefighter?

Public Services



By Shelley Cobau,
Interim Public Services director

Mill and overlay projects (aka street repairs), funded by the Pikes Peak Rural Transit Authority were completed in April. Streets completed include Bevers Place, Sutherland Road, Via Maria Theresia, El Monte Place and Duclou/Osage avenues.

We would like to especially thank the residents and others who park on these streets for your patience as we worked to improve the roadways — especially as the weather had delayed some of the projects.

With remaining PPRTA funding, mill and overlay projects are planned for Crystal Hills Boulevard and Pawnee Avenue, where pavement is aging and in need of repair.

The Manitou Avenue revitalization project planned from the Ruxton Roundabout to Serpentine (Phase Vc), is on hold, waiting for the completion of an intergovernmental agreement with the Colorado Department of Transportation for construction

funding.

CDOT staffers are working on this document with a targeted completion in early 2017. The Department of Local Affairs (DOLA) has provided funding for a Stormwater Master Plan, which will enable the preparation of a detailed Capital Improvement Plan and can be used to prioritize projects and seek funding

for the priority projects.

Staff has been coordinating with DOLA on our water and sewer systems and DOLA has encouraged the release of requests for proposals for

master plans on both these systems as well.

As with the Stormwater Master Plan, completed plans will be used to prepare a detailed Capital Improvement Plan and provide a much-needed tool for project prioritization.

Routine operations such as street maintenance, water and sewer system maintenance, park maintenance, and facility and mineral springs maintenance continue with a full staff and four seasonal workers.

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We're accomplishing projects in a more timely and professional manner.

— Shelley Cobau

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Courtesy of Manitou Springs Public Services

Public Services workers, from left, Benjamin Nuci, Isaac Brisk, Ryan Keene and Jessica Clayton work on a Manitou Avenue flowerbed.

This team pulls together regularly for larger projects, such as clearing undergrowth from the Creekwalk Trail near Fields Park, planting flowers in the city's 96 garden beds, and for other emergencies; as a result of this whole-team effort we're accomplishing projects in a more timely and professional manner.

Staffers have been attending training for pothole and pavement repairs, stormwater inspections and Americans with Disabilities Act compliance, and all maintenance staffers now hold

Class B or higher commercial driver's licenses.

With our new Mobile 311 System allowing workers to digitally manage work-order requests, we continue to improve response time on issues including potholes as they arise.

Sometime later this year, we will roll out an online system for our reliable residents and visitors to submit reports of problems such as potholes, overgrown vegetation and water leaks. Stay tuned for more information in the future.

Planning Department



By Wade Burkholder,
Planning director
and Sherri L. Johnson,
Planning technician

On May 19, 2016, the city of Manitou Springs held the first of three official board and commissioner training sessions.

The first session, facilitated by keynote speaker Nick Kittle, was an interactive session between city staff and advisory board members. The goal was to explore the various self-perceived roles and objectives, creative ideas for organizational improvements, and general best practices in the field of local governance.

The interactive games Nick used really opened up the conversation and helped everyone relax and see ways to improve communication.

Among the many ideas that came out of this training, one very important and central theme emerged: the need to create consistent processes and procedures that boards and commissions could follow.

Another important issue was the need for a more formal orientation or initial training process for new board members.

The second session is now in the planning stage. We're looking forward to presenting another informative training; information will be posted soon.

We want to take this opportunity to thank each one of the very important people who volunteer their time with the city to serve on our boards and commissions.

Short-term vacation rentals

The new vacation rental regulations are in effect and the Planning Department is fielding questions and working with property owners on applications. Rentals of less than 30 days for the whole house or any portion of it are not allowed without going through the city's permitting process.

Currently, regulations cap the number of Manitou Springs vacation rentals at 2 percent of the number of dwelling units in the city — which translates to 56 vacation rentals. The city has 25 approved and licensed vacation rental operations, so there are up to 31 more vacation rentals that can be approved.

There are several factors that affect whether a property owner can request a vacation rental permit, so review the regulations thoroughly before you decide whether to apply.

The map of existing vacation rentals and the regulations can be reviewed at www.manitouspringsgov.com/government/departments/planning.

All vacation rentals that do not currently have a Manitou Springs business license are required to obtain city approval.

Manitou Springs is contracting with Host Compliance Inc., based in San Francisco, for assistance with enforcing the city's vacation rental requirements. This company will search all vacation rental listing sites and provide a monthly report of potential violators in Manitou Springs.

Operating illegally does not mean that your business is considered "grandfathered" and if the unpermitted operations do not apply for approval, and someone else obtains approval within a 500-foot radius of their property, then they will not

be able to continue to operate.

In approximately one month, we'll have a toll-free number that anyone can call to report a potential violator. Watch for the announcement of that number.

In the meantime, please contact the Planning Department if you are aware of someone operating in your neighborhood.

Some frequently asked questions:

What are the differences between a vacation rental and a regular bed-and-breakfast?

Bed and breakfasts have the owner living at the residence and providing a meal, typically breakfast, for guests only. Bed and Breakfasts are also required to obtain conditional use permits, but only in residential districts outside of the downtown and commercial zones.

Vacation rentals do not require the owner or manager to be on-site, unless rental of individual bedrooms to different guests is proposed, and require a conditional use in all zone districts.

Are there any fire restrictions other than the ones in the ordinance (i.e., fire extinguishers on each floor)?

Carbon monoxide detectors are also required. The city's vacation rental regulations do not trigger any additional requirements beyond the existing fire code for the dwelling.

Are there penalties for not registering your vacation rental with the city?

Yes. Failure to comply with the city's process is a violation of the zoning code and penalties are spelled out in section 18.48.030. Violation can result in having to appear in Municipal Court, where fines and even jail time could be levied. Additionally, there are penalties for operating without a business license, and failure to collect/remit the required sales and lodging taxes will involve penalties through both the city and the state.

Are there any housing regulations and does anyone come out to verify that your house is "up to code"?

There is a yearly vacation rental inspection at time of business license renewal to make sure the conditions of approval are being met. If during the inspection the city sees something that looks dangerous or unsafe, we would notify the Regional Building Department.

We would also note any housing code violations and work with the owner to resolve those. The vacation rental regulations do not require inspections of the mechanical, electrical, plumbing or other systems be conducted before approval.

We rely on owners to perform needed repairs and upgrades before they propose rental of their property and take on the additional liability for themselves.



Steve and Mary Snyder and their dog Jack check out information at the June 8 Plan Manitou meeting.

Bulletin file photo

News from Plan Manitou

Plan Manitou (www.planmanitou.com) is the community's comprehensive Master Plan — Hazard Mitigation Plan. At the June 9 community meeting, participants provided feedback on draft visions and goals. We're seeking additional feedback through July 29. You can participate in these ways:

- Online survey: www.surveymonkey.com/r/PlanManitou_goals or from the website homepage. Comment on some planning topics or all 11;
- Written survey: Pick up the survey from the Planning Department in City Hall;
- Meeting in a Box: Host or participate in a small-group gathering to generate feedback. Obtain materials by email to planmanitou@comsgov.com, or from the Planning Department; and
- Online mapping exercise: manitousprings.engagingplans.org/map-your-ideas.

Additional outreach in July:

- Targeted outreach to the business community; spiritual and social organizations; and special populations;
- A "Question of the Week" on a key planning topic at: www.planmanitou.com; and
- Brief survey postcards at community events.

This activity is geared toward engaging broad participation. The next community meeting is Sept. 22; the team will confirm goals, and present draft policies and a future land use plan. Please direct questions to planmanitou@comsgov.com, or Karen Berchtold or Wade Burkholder, Planning Department, 685-4398.

Hazard Mitigation & Resiliency



By Sara Hartley,
Hazard Mitigation & Resiliency manager

The Hazard Mitigation & Resiliency team consists of two project managers, a construction observer, a stormwater maintenance worker and a hazard mitigation & resiliency manager, and is looking to fill the grants administrator vacancy. All positions are paid for with grant funding from the Department of Local Affairs.

This team is overseeing numerous projects, continuing repairs to areas damaged by the May-June 2015 flooding; Community Development Block Grant (CDBG) projects; 2013 and 2015 Natural Resources Conservation Service Emergency Watershed Protection (NRCS EWP) projects; and continuing to seek funding for other recovery/resiliency projects as funding opportunities happen.

The 2015 NRCS EWP projects are the most active projects at this time and all five are under contract, currently in the design phase. These 2015 projects are on a tight timeline and need to be completed by Oct. 26, 2016.

The 2013 NRCS EWP project, Wildcat Gulch stream restoration, has a complete design that has been approved by city staff and the funding agencies.

The city is awaiting a finalized funding agreement from the state and, once received, the builder may mobilize and begin construction. We anticipate construction to begin by the end of August 2016.

Staff has also received environmental clearances on the CDBG-DR Round 2 projects, Williams Canyon phase III and the Peakview Subdivision waterline replacement.

The city is expecting executed contracts from the state for the first phase of these projects (engineering/design) in the coming weeks.

These two projects will include significant public outreach, to gather ideas and keep residents



Courtesy photo

Contractors work on the Wildcat Gulch project to improve drainage near Crystal Park Road.

and business owners informed as plans are developed and as construction begins. Staff will contact area residents and coordinate site-specific meetings in the coming months.

Because we value your input and expertise and want to include all residents in the recovery process, we will continue to hold quarterly meetings to gather input and to keep you apprised of progress on recovery/resiliency projects.

The next meeting will be 4-6 p.m. Thursday, Aug. 25, in

Memorial Hall, 606 Manitou Ave. The public is encouraged to attend, as maps and photographs of all in progress and upcoming projects will be

available and project managers will be present to answer any specific questions.

Consultants with the Colorado Water Conservation Board (CWCB) are in the process of designing two of the 2013 NRCS EWP projects:

- Pawnee Canyon, a \$118,000 project to stabilize slopes and channel near the location where the Intemann Trail crosses the canyon;
- Ruxton Walls, a \$67,000 wall revitalization project along Ruxton Creek where walls were weakened by the 2013 flooding.

As soon as the design is finalized, the city will post requests for proposals for the construction of the designed plan, and bid through the process required by the funding agency.

Funding has been secured for approximately \$9 million in recovery projects, all of which will begin this year, with staff focusing on the outlined projects and the managing of repairs to areas substantially damaged by the 2015 flooding.

And as always, we will continue to strive to protect our historic city's resources, ambience and character.

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We will continue to hold quarterly meetings to gather input and to keep you apprised of progress.

– Sara Hartley

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Finance Department

By Nicole M. Ortega,
Deputy finance director

Given the unavailability of Finance Director Rebecca Davis this cycle, the department is submitting an abbreviated report.

Look forward to a thorough update early next year, on the heels of City Council's 2017 budgeting process.

The finance department is busy writing checks, updating utilities payments and processing quarterly finance reports.

Don't forget, we are no longer your go-to resource for special events and facilities bookings as the city is happy to now have Joy Vernon on board as our new events coordinator.

We are so happy to have a dedicated staff

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You can flush a rock down your toilet, but that doesn't mean it won't clog your pipes.

– Rafael Esparza

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member in this capacity and you can anticipate a bi-annual report from Joy in an upcoming Bulletin, in which she will get you up to speed on all the wonderful improvements she is sure to make happen with regard to those city

services.

We'd like to add that sales tax numbers are looking good so far this year and the visitors look happy. Thanks to all of our citizens for making this a great place to work.

Finally, one quick non-finance related request from Water Utilities Supervisor Rafael Esparza, a frequent visitor to the finance department: Please do not flush the “flushable wipes” down your toilet.

As he says, “You can flush a rock down your toilet, but that doesn't mean it won't clog your pipes.” Thank you!



Manitou Aquatic & Fitness Center



By Roy Chaney,
Aquatics director

The Aquatic & Fitness Center had a good start to the year with a grant from Great Outdoors Colorado (GOCO) for a new baby splash pool. The new pool will be on the facility's west side and the old pool will be an adult area for relaxing.

The pool will be installed where the playground is currently located and we will relocate the playground in an area that's more accessible and visible to those driving by Shryver Park. Our goal is to have the pool completed before Labor Day and open it for a few weeks before the end of the summer season.

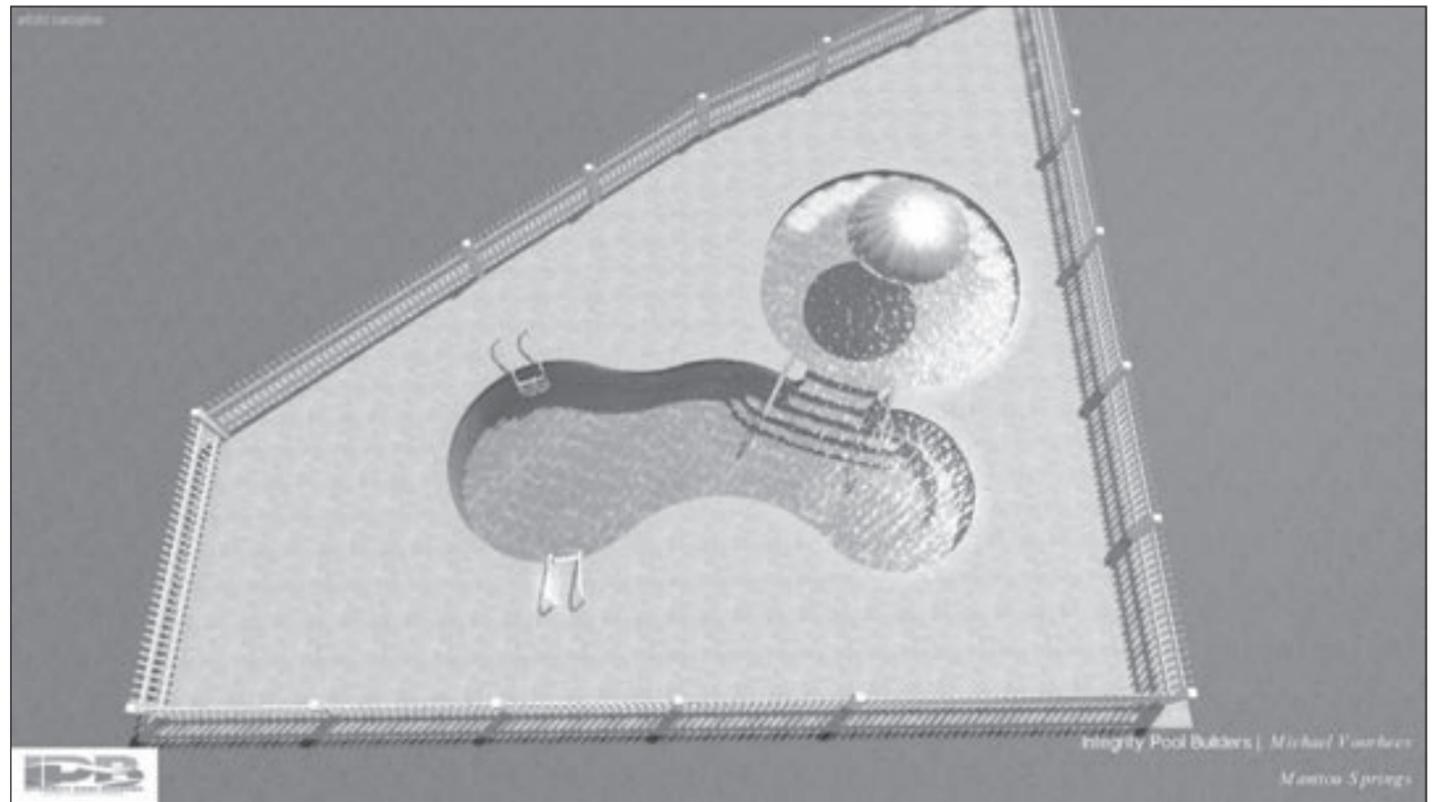
Check out our image showing the current plan/design for the new baby splash pool.

Our American Red Cross public lessons, after-school/daycare lessons, aqua-aerobics, private swim lessons for adults and children, weight training and fitness classes, and health classes such as CPR, first aid and lifeguard training have done well this year.

Also, the Manitou High School girls team once again represented the city in amazing fashion with a fourth-place finish at 4A State. The Colorado Torpedoes Swim Team has continued its success with outstanding performances at the Western Sectionals and

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The Manitou High School girls team once again represented the city in amazing fashion.

– Roy Chaney



Courtesy image

This shows the proposed design for the new baby splash pool.

other statewide competitions.

The facility received a donation of lifejackets for our Note & Float program, which will allow us to accommodate our little non-swimmers. Tom and Rachel Griffiths chose our pool due to our safety record and use of the Note & Float program.

This program requires Coast Guard-approved lifejackets to be worn by non-swimmers and has reduced water rescues by more than 80 percent. More information is available regarding the Note & Float program at www.aquaticsafety-group.com.

Yoga, core, aqua-aerobics and weights/fitness programs are doing well. Several classes are offered every week and are for beginners through advanced. The weight room also has a new row machine and treadmill.

For more information on any of our programs or pool schedules, call 685-9735 or visit www.manitoupool.com.

Our numbers for January to May 2016

- Total memberships average: 114
- Attendance for the year
- Lap swimmers: 4,638
- Aqua-aerobics: 2423
- Public swim: 1,168
- Programs (swim team, lessons, CPR): 5,725
- Weight training and fitness: 2,949
- Parties: 3,194
- Total using Manitou Pool: 20,097

City Clerk/Human Resources Department



By Donna Kast,
City clerk/HR director

Would you like to get more involved in your community? Do you have knowledge, skills and abilities that you believe could benefit Manitou Springs? Do you want to develop such competencies?

If so, why not volunteer to serve on a city board or commission?

The city of Manitou Springs appoints citizen boards, commissions, task forces and committees to advise the mayor and City Council on a wide range of issues. Boards and commissions benefit the community because they allow the public an in-depth examination of local issues and policies, and the opportunity to bring a broad range of ideas and expertise into the public decision-making process.

Board members are volunteers whose contributions require a significant investment of time and

effort; however, the rewards can be gratifying. Members can meet other residents with similar interests, learn about the inner workings of municipal government and help shape Manitou Springs' future.

Currently, six boards and commissions advise the mayor and City Council. They are: Historic Preservation Commission (HPC), Open Space Advisory Committee (OSAC), Park & Recreation Advisory Board (PARAB), Parking Authority Board (PAB), City Planning Commission (CPC) and the Urban Renewal Authority (URA).

The qualifications vary slightly by board but all require that members be

qualified electors of Manitou Springs. Appointments are made by City Council during its regular meetings.

To apply, send a letter of interest to City Clerk Donna Kast at dkast@comsgov.com or 606 Manitou Ave. Once our office verifies that you are qualified to serve, we place your request for appointment on the agenda of the City Council's next regular meeting.

At that time, you would appear before City Council to speak regarding your interest and qualifications.

What if you don't currently have the knowledge and skills required to serve? You can begin attending the

meetings of the board or commission you're interested in to learn all you can. All meetings are open to the public.

Each board and commission requires alternate members in addition to regular members, so you may choose to start out by serving as an alternate while you obtain the competencies required of regular members.

Your willingness to serve our community would be greatly appreciated and there is always a need for more volunteers.

For information on what the various boards and commissions are appointed to do, how to qualify, current vacancies and the time and place of meetings, please contact the City Clerk/HR Department at 685-2554 or to dkast@comsgov.com. You may also visit the City Boards & Commissions page at www.manitouspringsgov.com/government/city-boards.

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Your willingness to serve our community would be greatly appreciated.

– Donna Kast

