

Visit Manitou Springs

Board of Directors Meeting Minutes

Date: April 23, 2026

Present: Chris Dwyer, April Hall, Ted Johnston, Rachel Milar, Annie Schmitt

Absent: Farley McDonough, Angela Wilks

Guests: Lisa Camerlo, James Keleman, Gloria Latimer, Felipe Lopez

Staff: Hallie Gurba, Jesse McCoy, Monica Rozelle, Jenna Wells

A regular meeting of the Visit Manitou Springs Board of Directors was held on Thursday, **April 23, 2026, 515 Manitou Ave.** The meeting was called to order at **8:30am** by **President April Hall.**

A. Introduction of Guests: Lisa Camerlo is attending the meeting because she is interested in becoming a Manitou Springs Chamber of Commerce Board Member. She already volunteers with the ManiKrewe, Women's Club, and the Food Pantry. Felipe Lopez and James Keleman from the Parking and Mobility Department are in attendance.

B. City Parking Update: Felipe Lopez, Parking and Mobility Department Head, stated that the new parking meters/kiosks will be installed during the week of May 4th. They are going to phase out the yearly employee parking permits and begin offering parking permits for \$30/month. The Dillon Mobility Hub will offer 7 parking spaces that can be reserved ahead of time, which will be a good option for Manitou Incline Hikers – this information is linked to the Manitou Incline website. Both the #3 and #33 Mountain Metro Shuttles are currently running free, but the #3 shuttle will only run for free through October. They are keeping track of ridership to find out if more shuttle stops need to be added. Beta testing has been taking place for the new hybrid shuttles to make sure these longer buses are able to turn around properly in the Cog Railway parking lot. The Community Engagement meeting for parking questions takes place tonight, April 23, 2026, at 5:30pm. The topics will cover both business and resident aspects of parking, as well as “progressive parking” questions that keep coming up. The Parking and Mobility Board meetings take place every 4th Wednesday of the month at 5:00pm in City Hall or on Zoom, and all are welcome to attend. Hiawatha Gardens parking lot construction is currently 2 weeks ahead of schedule with an early July opening date.

C. City Update: Gloria Latimer let us know that tax revenue for February is 1% down from 2025 February, so the City is expecting a downturn in the economy and are keeping that in consideration while working on the 2027 budget. The survey that City Council has been completed and will be sent out via text to everyone who is a registered voter in town next week. Physical copies will also be available for residents to pick up. In June, when analysis of the survey is complete, there will be at least two community meetings to go over the findings. Ted Johnston recommended that the City put out a statement regarding how off the budget numbers were for this year so that residents can see the City taking accountability and can regain trust. Colorado Springs Utilities will begin construction up Ruxton Avenue in October and finish their work by the end of 2026. Manitou Thai and Ramen has been approved for their liquor license.

D. Events Update: Hallie Gurba gave a Wine Festival update. Currently 460 tickets have been sold. As of 4/22/26 we have 29 wineries, 2 non-profits, 8 food vendors, and 11 retail vendors signed up. She's also receiving bids from trash, recycling, and security businesses to see if we need to change from previous years. Monica Rozelle gave a Legends & Libations update. This event took place on Thursday, April 16, 2026, and was well attended with 60 tickets being sold. Surveys have been sent out to both attendees and businesses involved, and preparations are being made for next year's event, as it was overwhelmingly positive.

E. Marketing Update: Jesse McCoy let the BOD know that the Texas Monthly advertisement will come out in May and all print advertisements are completed. The billboard contracts were sent out to Chamber members with a deadline of May 15th. These are "co-op" opportunities, so the pricing is split amongst the different businesses, which will help smaller businesses that wouldn't normally be able to afford a billboard advertise on them. The next filming day for Rag Tag is on May 11th, and will focus on attractions. He was able to turn on SCHEMA for the website, which is causing our website numbers to rise significantly.

F. CRANE Update: Jenna Wells gave the CRANE update, as Farley McDonough was absent. They sent out a call for artists for this year's Art on the Avenue. A few transportation issues have arisen for the sculpture to be installed at the Dillon Mobility Hub, due to the size and weight of the steel pieces. Felipe did state that the Mobility and Parking Department is more than happy to store pieces as needed, until installation can take place. There has also been a call put out for the next storybook phone booth, which is being set up at the Manitou Art Center. If you have an artsy, fun, or creative story about Manitou Springs, please reach out the CRANE because they would like 25 different stories for this one. They would also like to have a mural painted on the underpass at the CDOT overpass between the Pool & Fitness Center and the Dillon Mobility Hub but are first working with the City on a proclamation and an MOU. Jenna spoke with Audrey Grey about including the Monument Sign at the first exit of Manitou Springs in their MOU with the City of Manitou Springs.

Action Items:

G. Approval of March Meeting Minutes: Motion to approve March meeting minutes made by Chris Dwyer and seconded by Ted Johnston.

H. Approval of March Financial Statement: The Visitor Guides were purchased and delivered in March, so that was the greatest expense for that month. Jenna spoke with Comcast because they keep raising the rates, so now Comcast will be \$100 cheaper a month. Motion to approve March financial statement made by Annie Schmitt and seconded by Rachel Milar.

I. Approval of New and Renewing Members List: There are four new member applications: Pearce Automotive, Women's Freedom Museum, Colorado Yeti Tours, and Hunt & Gather. Motion to approve Pearce Automotive, Women's Freedom Museum, and Colorado Yet Tours made by April Hall and seconded by Ted Johnston. Jenna will research more into Hunt & Gather because their application arrived on April 22nd and they have their location listed as the Candy Bar's location.

New Business

J. New Board Member Approval: Lisa Camerlo loves helping with Manitou Springs tourism and volunteers at all the Chamber events. She would like to become more involved with the community as our community outreach/non-profit Board Member. Ted Johnston mentioned that if we add another board member, that makes 8, so we need to add a tie-breaker protocol to the by-laws. Jenna is also going to speak with Megan Weiss about joining the board so that we have a City Employee. Motion to approve Lisa Carmelo as a new board member made by Annie Schmitt and seconded by Rachel Milar.

K. Bank CD Maturities and Renewals: Next week the CD we have with ENT is maturing and Oakstar Bank's CD matures in June. Monica Rozelle reached out to ENT, Oakstar Bank, and Pikes Peak National Bank to get their quotes for 6- and 9-month CDs. Oakstar Bank had the best percentages and APY. Motion to move the money from ENT to Oakstar Bank for 6 months made by April Hall and seconded by Ted Johnston. Oakstar's renewing CD will be looked at in May.

L. Flex Time Policy for Personnel Handbook: Jenna emailed the CO Labor Laws for overtime and comp time to everyone for review and reference. A lot of changes occurred in February of 2026 which we need to legally abide by. All staff except Jenna are non-exempt employees. The main change will be on the lunch hours, which will become 30 minutes rather than 1 hour. The changes will require staff to now clock in and out on devices, and this additional cost was not budgeted for the year. Rachel Milar recommended reaching out to other Chambers in Colorado to find out what systems they are using for payroll. Jenna will research payroll businesses that charge less than \$100/month with the hope of implementing these changes for the May 1st pay period. Ted Johnston would like Jenna to contact PK at Pikes Peak Region Attractions regarding health insurance for employees because if we are able to get other small businesses together for health insurance, the cost of that will go down.

M. Executive Director Yearly Review: April will conduct an in-person yearly review with Jenna. Going forward, Jenna's review will take place in January, rather than around her yearly anniversary.

Old Business

N. EarthCam Update: Jenna has approval from the Spa Building's HOA to have the EarthCam set up on the upper deck near the far column. Due to the good location and views, EarthCam is now sending a pivoting camera. They will also promote our events on their homepage. Marcus Electric is going to install the camera once it arrives around May 5th, as we only have 2 weeks after arrival to get it set up. This camera is free for 5 years, and then after 5 years we can opt to pay \$750 a month, or we can cancel the contract.

Other Business Updates:

O. Outrider Hotel: The ribbon cutting ceremony is taking place on Friday, May 1st at 5:30pm. Monica Rozelle, Annie Schmitt, Doug Edminston, Lisa Carmelo, Ted Johnston, Chris Dwyer, and Gloria Latimer will attend on behalf of the Chamber.

P. The Keg: The Keg will begin offering breakfast on the weekends beginning May 2, 2026.

Q. The Cog Railway: The Cog Railway has applied to offer sunrise train rides with the hope of offering 4-6 rides this year.

R. The White Yarrow: The White Yarrow is opening up a tearoom for guests, and they will begin offering tea activities in their Zen garden.

Having no additional business before the board, **Annie Schmitt** made a motion to adjourn the meeting. The motion was seconded by **Ted Johnston** at **10:40am**.

Addendum: Lisa Camerlo: *"I move that the Board of Directors approve Hunt + Gather for Visit Manitou Springs membership effective May 6, 2026."*

Annie **Seconded** with *Ted, Farley, Angela, Lisa, Chris, and April* all in favor. **Motion passed.**