



**TOPS Working Committee Meeting**  
**Virtual Meeting**  
**Meeting Minutes**  
**Wednesday, August 5, 2020**

**Members Present:** Bob Falcone, Blaze Panariso, Nancy Hobbs, Ingrid Richter, Bob Shafer, Lee Milner

**Members Absent:** Paula Krantz

**Alternates Absent:** Scott Lewandowski

**Parks Board Liaisons Present:** Carol Beckman, Greg Thornton, Jason Rupinski

**Staff Present:** Britt Haley, Kurt Schroeder, Karen Palus, Kim King, Anna White, Gillian Rossi

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TOPS Working Committee Chair Bob Falcone brought the meeting to order at 7:37 a.m.

**Agenda Preview**

Committee Chair Bob Falcone announced the agenda for the meeting. Bob announced the TOPS extension update and Lee Milner's service recognition would be moved up on the agenda before the Free Incline Reservation (FIR) System update due to time constraints.

**Announcements**

Britt Haley, TOPS Program Manager, made the following announcement:

- Britt gave an update about the July budget report and the sales and use tax report. Year-to-date, the City is only down 6.51%. TOPS is actually up 2.9% over this same month last year, and has collected \$4,158,692 in 2020. Karen Palus, Parks, Recreation, and Cultural Services Director added that beginning September 1, the City began collecting sales tax on all online purchases. Businesses who have online sales, report and pay the taxes to the City. Parks Advisory Board liaison Jason Rupinski asked if there was a projection for the additional sales tax collect from online purchases. Karen responded that the projection from our finance office is five to ten percent.

Karen Palus, Parks Recreation and Cultural Services gave the following COVID-19 update:

- While there were some challenges with Labor Day weekend, all scheduled events went well.
- Public health ambassadors will continue to promote safe social distancing practices through at least October.
- Incline attendants will remain in place at the Manitou Springs Incline throughout the rest of the year.
- The ice skating rink in Acacia Park was approved by the Health Department.
- Outdoor pools and spray grounds have closed. All in all it was a successful summer.

### **Approval of Minutes** – August 5, 2020

**Motion:** To approve the minutes of the August 5, 2020 TOPS Working Committee meeting minutes.

1<sup>st</sup> – Nancy Hobbs, 2<sup>nd</sup> – Blaze Panariso, Approved, Unanimously

### **Citizen Discussion**

Cory Sutela, Executive Director for Medicine Wheel Trail Advocates, said his organization had been creating a proposal for potential bike pump track in Red Rock Canyon Open Space. This pump track would have smaller features, making it suitable for both adults and children. Cory said that his organization had identified a potential area, and began speaking with stakeholders about the project, including the Friends of Red Rock Canyon Open Space and the Palmer Land Trust. He added he had spoken to Britt Haley about this project, and would like to bring it before the Parks Advisory Board as well. Cory also offered to send the proposal out to Committee members. Britt clarified that this project would require an amendment to the Red Rock Canyon Open Space Master and Management Plan. She added that there is a process for an amendment to a master plan, which depends on staff capacity. Currently, the City Attorney's office is extremely busy, as well as Park staff, but Britt said she would remain in contact with Cory for next steps.

### **Presentations**

**TOPS Extension Update** (Presented by Britt Haley, TOPS Program Manager)

Britt Haley, TOPS Program Manager, presented the Committee with the TOPS extension update. This presentation included a recap of prior TOPS votes over three different voting periods; the value of stewardship and why TOPS is so vital to the City; the role of the Trust for Public Lands; and finally, a 2020 TOPS acquisitions update.

[Link to PowerPoint presentation here](#)

Britt was joined by Conor Hall, Conservation Finance Director for the Interior Mountain West for the Trust for Public Land (TPL). Conor's presentation for the Committee included information about TPL's conservation finance program; the two primary roles of the conservation finance program; key steps for successful ballot measures; the process and results of each key step; and finally, his contact information for anyone with additional questions.

[Link to PowerPoint presentation here](#)

**Service Recognition – Lee Milner** (Presented by Britt Haley, TOPS Program Manager)

Britt Haley, TOPS Program Manager, recognized Committee member Lee Milner for his many

years of service both as a TOPS Working Committee member as well as a citizen. She discussed many acquisitions Lee helped to champion, but highlighted his work in the protections of Corral Bluffs and Red Rock Canyon Open Space. Various Committee members also thanked Lee for his service, as well as Cory Sutela, Executive Director at Medicine Wheel Trail Advocates, and Susan Davies, Executive Director for the Trails and Open Space Coalition. Karen Palus, Parks, Recreation, and Cultural Services Director, said there will be a recognition ceremony for Lee and other volunteers scheduled for some time later in the month, and invited Committee members and citizens to join once that date is determined.

**Free Incline Reservation (FIR) System Update** (Presented by Gillian Rossi, Park Ranger Supervisor)

Gillian Rossi, Park Ranger Supervisor, presented the Committee with the Free Incline Reservation (FIR) System update. This presentation included the timeline of the Incline closure due to an emergency declaration from Manitou; a picture of hikers climbing in protest of the closure; information about the public health ambassadors (also referred to as Incline attendants) and their training; information about the reservation software; and finally, usage figures from data collected both through the Incline attendants and the software. She added that the Incline attendants and the software are funded through the Cares Act and can stay in place with that funding as long as they are being used for COVID-19 response.

[Link to PowerPoint presentation here](#)

**Citizen Discussion**

There was no other citizen discussion at this time.

**Motion to adjourn**

1<sup>st</sup> – Blaze Panariso, 2<sup>nd</sup> – Nancy Hobbs, Approved, Unanimously