



MANITOU ARTS, CULTURE, AND HERITAGE BOARD SPECIAL MEETING AGENDA

All upcoming MACH 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>

February 20, 2025

5:01 PM

I. CALL TO ORDER and ROLL CALL

PRESENT:

Ralph Routon

Marcus Medina

Wren Almitra

Peter Sommers (arrived at 5:10pm)

Kinsey Watts

Mark Lee

ABSENT:

Neale Minch

Nancy Wilson; alternate member

Jason Wells; alternate member

STAFF:

Becca Davis

Amanda Robinson, Minutes

CITY COUNCIL LIAISON:

Judith Chandler

II. APPROVAL OF AGENDA

- Motion to approve with the understanding that the agenda will act as a guideline for the meeting and there may be some jumping around between sections as is necessitated by discussion made by Mark Lee with a second from Marcus Medina. Motion passes with 6 in favor and 0 opposed.

III. APPROVAL OF MINUTES

- No minutes available

IV. PUBLIC COMMENTS NOT ON THE AGENDA

(Please limit your comments to 3 minutes)

V. REPORTS - CITY COUNCIL LIAISON & STAFF

1. Staff Report

- Becca included financials with correct numbers in Agenda so everyone could see. Professional services did go over and will need to be adjusted for next year.
- Judith says that Jason did a great job in Executive Session and wants to give a kudos to the MACH Board from Council. She also wants to thank Kinsey for help with Tech issues, and she reports an 8 hour planning session with Council on Saturday and she would like to hear feedback from the board on what MACH looks like in 10 years since it's supposed to end around then

VI. BUSINESS

1. Review final MACH Revenue Numbers from City and calculations for Tier 1 entities. Approve Tier 1 Recommendations
 - Becca presents the breakdown, with \$150,592.30 allocated to Hiawatha Gardens, \$10,000 to the library, and \$43,797.90 each to Miramont Castle, Manitou Springs Heritage Museum, and Manitou Arts Center. The board approves these tier one recommendations. For tier two grants, Becca reports there is \$164,251 available, which is about \$7,238 more than the previously discussed total of \$157,014.25.
2. Take up Tier 2 grants not previously addressed: Gift Bags for the Homeless, Miramont Castle.
 - Discussion around Miramont application and benefits of funding the request – amount of request versus cost of event, good work history with MACH etc.
 - Discussion surrounding whether Gift Bags for the Homeless crosses the line of Social Services or whether it should be funded as a MACH supported event. No other source of revenue submitted even though it has been done a long time. Judith recommends perhaps contacting Westside Cares for additional input. The Board consensus at the moment is for partial funding at \$1,000.
3. Reconsider any earlier Decisions: Legend of Manitou Springs, Others?
 - Peter reviewed the spreadsheet and listed the recommendations marked for possible reconsideration.
 - Discussion over partial for mini grants since initially it was decided that it was going to be 100% or nothing, but there were then partial funded. Consensus to proceed as is with partial funding on as-needed basis.
 - The board reviewed the previously allocated recommendations and made adjustments in accordance to the discussions pertaining to each application.
4. Finalize and Approve Tier 2 Recommendations for City Council
 - The Board discussed the two Tier 2 Recommendations; Bandolier vs. Mini Manitou, to determine how to fund them with the remaining balance of funds. They brought up points such as the length of time the Bandolier has been and will be on exhibit, that it is a one-time deal, whereas a small percentage of funding to Mini Manitou probably wouldn't help against such a large ask, and there will be other opportunities to help them in the future.
 - Judith reminds the board that they may want to look at reallocating the

\$1,000 from Gift Bags to the Homeless to one of these since there is a strong likelihood that Council would not approve that grant on the grounds of the Social Services Issue.

- The Board decides on \$1200 for Jumpstart: Mini Manitou and \$1,000 for Bandolier, with the decision to reserve the \$1,000 from the Gift Bags IF it is not approved towards next year's grants.

Motion to approve the following additions to Tier 2 recommendations for presentation at the March 11th Work Session of City Council: \$1,200 to Jumpstart Art, \$1,000 to Gift Bags for the Homeless, \$1,250 Manitou Comedy Festival, \$1200 Legend of Manitou Springs, \$500 for Soul Songs, \$1,125 for Blue Hands Festival, made by Peter Sommers, with a second from Mark Lee. Motion passes with 6 in favor and 0 opposed.

5. Discuss Approval and Rejection Letters. Form Subcommittee to Produce them. Determine whether to include Feedback/Explanations for some Rejections.

- Discussion surrounding providing constructive feedback to some applicants for future reference, particularly repeat applications. The consensus is it is a good idea to provide feedback to applicants Mark, Peter, and Wren volunteer to help Ralph write the feedback letters.
- Amanda will do the Mail Merge process for the Award and rejection letters as in the past. Ralph will follow up about the process.
- Kinsey and Ralph will get together to look at how to utilize notes on the website to use for writing the feedback letters.

6. Decide on the need to meet again or wait until the next scheduled meeting on March 27. Present recommendations to City Council at the March 11 work session, then ask for official approval at the March 18 regular meeting.

- No need for another meeting before March 27th.
- Becca states that previously several MACH members came and it helped having different people there as subject matter experts there when questions arose.

VII. ADJOURNMENT

Meeting adjourned at 7:01 pm

Board Members:

Ralph Routon (07/31/2025)
Kinsey Watts (07/31/2025)
Wren Almitra (7/31/2026)
Mark Lee (07/31/2028)
Marcus Medina (07/31/2026)

Staff and Liaisons:

Judith Chandler, Council Liaison
Rebecca Davis, Finance Director

Neale Minch (07/31/2028)
Peter Sommers (07/31/2028)

Alternates:

Jason Wells (7/31/2028)
Nancy Wilson (7/31/2027)

1 alternate position 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 at 719-685-2554 for more information or visit our website at: www.manitouspringsgov.com.