



# MANITOU ARTS, CULTURE, AND HERITAGE BOARD REGULAR 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>

December 4, 2025

5:00 PM

- 
- A. CALL TO ORDER and ROLL CALL (Also determine voting status of Alternates)**
  - B. APPROVAL OF AGENDA**
  - C. APPROVAL OF MINUTES**
    - 1. January 30, 2025 Minutes
    - 2. May 22, 2025 Minutes
    - 3. June 26, 2025 Minutes
    - 4. July 10, 2025 Minutes
    - 5. July 24, 2025 Minutes
  - D. PUBLIC COMMENTS NOT ON THE AGENDA**  
*(Please limit your comments to 3 minutes)*
  - E. REPORTS - CITY COUNCIL LIAISON & STAFF**
    - 1. City Staff Report (Rebecca Davis)
    - 2. City Council Liaison Report (Judith Chandler)
    - 3. Board Member Reports on Attended Events
  - F. BUSINESS**
    - 1. MACH Standard Operating Procedures (SOP) revision. Consider and take action on the proposed new document (see attachment). The city is asking all boards and commissions to revise SOP details by the end of 2025.
    - 2. Website update (Kinsey Watts). Report on revisions to website and any issues.
    - 3. Natalia Pulido mural grant update (Ralph Routon). Rockey mural is completed and should be installed soon. Possible public event is being mentioned.

4. Project Completion Reports. Discuss the process for reviewing and approving reports from 2025, so that applicants will be eligible to apply again in 2026.
5. Review the calendar for meetings during the grant review process in January and February.

**G. BOARD CORRESPONDENCE**

**H. ADJOURNMENT**

**Board Members:**

Ralph Routon (07/31/2029)  
Kinsey Watts (07/31/2029)  
Wren Almitra (7/31/2026)  
Mark Lee (07/31/2028)  
Marcus Medina (07/31/2026)  
Neale Minch (07/31/2028)  
Peter Sommers (07/31/2028)

**Staff and Liaisons:**

Judith Chandler, Council Liaison  
Rebecca Davis, Finance Director

**Alternates:**

Lisette Casey (7/31/2029)  
Gerald Mitchell (7/31/2029)  
Jason Wells (7/31/2028)

*No Board Vacancies*

The City of Manitou Springs does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services or activities. Reasonable accommodation will be provided to ensure equal access to all. Individuals who would like to request auxiliary aids or services should contact the ADA Coordinator at (719) 685-5481 or [jfryer@manitouspringsco.gov](mailto:jfryer@manitouspringsco.gov). You may also contact the City Clerk's Office at [cityclerk@manitouspringsco.gov](mailto:cityclerk@manitouspringsco.gov) or (719) 685-2554. Please provide a minimum of 3-5 days advance notice.

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).