



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 12, 2026

5:00 PM

- A. CALL TO ORDER & ROLL CALL (also determine voting status of alternates)**
- B. APPROVAL OF AGENDA**
- C. APPROVAL OF MINUTES**
 - 1. January 29, 2026 Minutes
- D. PUBLIC COMMENTS NOT ON THE AGENDA (Please limit comments to 3 minutes)**
- E. REPORTS**
 - 1. City Staff Report (Rebecca Davis)
 - 2. City Council Liaison Report (Judith Chandler)
- F. BUSINESS**
 - 1. Status Report on grants in question or withdrawals (Ralph Routon)
 - 2. Discuss the process of reaching the target for Tier 2 Decisions
 - 3. Consider possible rejections of some grant applications and Consider regular grants with the highest ratings from board members
 - 4. Discuss expectations for the February 19 meeting, and possibly February 26
 - 5. Update on the Pikes Peak Bulletin 2025 completion report
- 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)

Staff and Liaisons:

Judith Chandler, Council Liaison
Rebecca Davis, Finance Director

Peter Sommers (07/31/2028)

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 to discuss specific needs. 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 at 719-685-2554 for more information or visit our website at: www.manitouspringsgov.com.



**CITY OF MANITOU SPRINGS
MANITOU ARTS, CULTURE, AND HERITAGE BOARD**

Special Meeting Minutes
Remote Meeting via Zoom
January 29, 2026

**A. CALL TO ORDER AND ROLL CALL (ALSO DETERMINE VOTING STATUS
OF ALTERNATES)**

Chair Routon called the Manitou Arts, Culture, and Heritage (MACH) Board meeting to order at 5:02 PM.

BOARD MEMBERS PRESENT FOR ROLL CALL:

Chair Ralph Routon
Vice Chair Kinsey Watts
Board Member Wren Almitra
Board Member Mark Lee
Board Member Marcus Medina
Board Member Peter Sommers
Alternate Board Member Lisette Casey
Alternate Board Member Gerald Mitchell
Alternate Board Member Jason Wells

BOARD MEMBERS ABSENT FOR ROLL CALL:

Board Member Neale Minch (Excused)

Board Member Lee motioned to promote Alternate Board Member Jason Wells to a voting member for this meeting and that Alternate Board Member Lisette Casey be promoted to vote for all grants in place of any recusals. Vice Chair Watts seconded the motion. The motion carried (6-0).

B. APPROVAL OF AGENDA

Board Member Sommers moved to approve the agenda as presented. Board Member Wells seconded the motion. The motion carried (7-0).

C. PUBLIC COMMENTS NOT ON THE AGENDA

There was no public comment.

D. BUSINESS

1. Tier 2 Invitees (Upstairs at the STACC, Nancy Fortuin and Susan Watkins)

Applicant Nancy Fortuin presented the goals and objectives for Upstairs at the STACC. She stated that the overall goal for the project is to provide a non-profit, community ran community center. St. Andrew's Church is in full support of the project. The requested \$20,000 would be used as seed money to secure the lease, which would be \$40,000 for the first 360 days.

There was discussion regarding the concern for the use of the grant money for things like equipment. Applicant Fortuin suggested that it can be stipulated that money only be used for rent. She also confirmed that the grant money would only be used to secure the space upstairs for the community center, not for the downstairs space. She reported that the project is largely dependent on the grant funds. There is a current plan by the Church to build bathrooms upstairs. There is no fee schedule for renting the space set yet, though there will be. The goal is to form a committee to make decisions for the space. Applicant Fortuin added that there would be an anti-discrimination policy in place and the Church is in agreement.

E. MINUTES

1. January 22, 2026 Minutes

Vice Chair Watts moved to approve the minutes with corrections to change "Wine Pig Farm" to "Flying Pig Farm" and to correct the spelling of Peggie Yager's name. Board Member Sommers seconded the motion. The motion carried (7-0).

F. REPORTS

1. City Staff Report (Rebecca Davis)

Finance Director Davis reported that the sales tax for November was better than expected. She stated that the Board should be on track to meet budget expectations. She confirmed that the marijuana sales tax revenue loss doesn't have a large impact on the MACH grant funds.

2. City Council Liaison Report (Judith Chandler)

Council Liaison Chandler reported that City Council met for a special session on January 23, 2025. The only agenda item discussed was a proposal for Resolution 0626, a Resolution creating a parking benefit program for downtown residents and employees contingent on the dissolution of the Metropolitan District. The resolution passed six to one. She shared that there is a resident-led committee getting information out to the public. She announced that the 31st Great Fruitcake toss is on January 31, 2026 in

Memorial Park between 12:00 PM and 3:00 PM. Collections for food donations will be accepted, helping the Food Pantry in Manitou Springs.

G. BUSINESS - CONTINUED

1. Discuss ongoing unresolved grant eligibility questions from submitted list

Chair Routon reported that he followed up with several of the applicants that the Board had questions for. The Archeology Day grant applicant is withdrawing his application. The Drum Circle needed a local applicant and Board Member Lee agreed to become a co-applicant. The two applicants for Indigenous Peoples Day are currently trying to work something out and it is anticipated that one of the applicants may withdraw their application. The response from Parenting Village Circle was forwarded to the Board for review. The Pawnee Pollinator Garden confirmed partnership with the City of Manitou Springs for their project. The Direct Mail Connection is eligible for consideration. The Wildlife Ascending Mural is eligible for consideration based on City support, though official permission will be granted only after grant approval. All grant applicants that require a pass-through letter have been sent an email requesting letters of sponsorship.

2. Any additional recusals for Board Members to self-report or ask for Board input

Chair Routon confirmed that Board Member Minch recused from Saving Black History in Manitou Springs, Historic Voices of Manitou Springs podcast and The Heritage Museum.

3. First pass at Tier 2 mini-grants, straight up or down

Chair Routon called for informal “up or down” votes on each Tier 2 Mini-Grant application. An “Up” vote indicated consensus to retain the application for further consideration, while a “Down” vote indicated consensus to remove it from consideration.

- **Blue Hands Events** – Up unanimously with full funding
- **Community Costuming Creation** – Up unanimously
- **Direct Mail Connection** – Up with Chair Routon and Board Member Sommers voting down. The Board will follow up on pass-through eligibility.
- **Student Pottery - 5th Grade** – Up unanimously
- **PACMAN: “Let’s Get Walking and Rolling, Mantiou!” 2025** – Up unanimously
- **Flying Pig Album Release and Show** – Up unanimously
- **Thursday Summer Drum Circle** – Up unanimously

Board Member Sommers suggested a few notes be kept for rejection of grant applications in order to answer any questions surrounding the failed application. It was agreed by the Board this would be good practice.

4. Discussion on how to approach Tier 2 regular grants on Feb. 7 or beyond. The Chair proposes postponing the planned Feb. 7 meeting until Feb 14 or Feb 19, then Feb 26.

There was a discussion about cancelling the February 7, 2026 meeting and voting on grants during meetings on February 12, 2026, February 19, 2026 and February 26, 2026. Board consensus was reached for all proposed future meeting dates in February.

H. ADJOURNMENT

Chair Routon adjourned at 6:41 PM.

If you need this document in an alternative format, such as large print, accessible PDF, or Braille, please contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554.

Account Number	Account Title	2023 Actual #s Thru Dec	2024 Actual #s Thru Dec	2025 Actual #s Thru Dec	2025 Original Budget	2025 Final Budget	2026 Actual thru Feb 11	2026 Original Budget
MACH FUND								
TAX REVENUES								
29-311-300	SALES TAX-THE 5 (66%)	318,174	301,116	282,606	270,600	270,600	.00	240,900
29-311-310	SALES TAX - GRANTS (34%)	163,908	155,131	145,585	139,400	139,400	.00	124,100
29-311-320	USE TAX - THE 5 (66%)	3,941	4,721	.00	3,900	3,900	.00	3,900
29-311-330	USE TAX-GRANTS (34%)	2,030	2,432	.00	2,000	2,000	.00	2,000
Total TAX REVENUES:		488,053	463,399	428,191	415,900	415,900	.00	370,900
INTEREST EARNINGS								
29-361-190	INTEREST REV-GRANTS	23,184	4,675	1,367	8,000	2,000	.00	1,500
29-361-191	INTEREST REV-TIER 1 THE FI	.00	9,075	2,668	.00	4,000	.00	3,000
Total INTEREST EARNINGS:		23,184	13,750	4,035	8,000	6,000	.00	4,500
OTHER FUNDS PROGRAMS & CAPITAL								
29-499-321	PROF SERV - GRANT	11,603	12,000	16,007	12,000	18,000	.00	18,000
29-499-705	GRANT AWARDS (34%)	147,489	166,350	173,527	309,800	173,551	.00	162,675
29-499-710	THE 5 - FACLTY IMPR&OPERA	318,979	337,402	291,986	536,700	291,986	.00	294,300
29-499-910	The 5-ADMIN SUPPRT TO GEN	1,617	2,132	2,132	2,132	2,132	.00	2,175
29-499-911	GRANTS-ADMIN SUPPRT TO	833	1,098	1,228	1,228	1,228	.00	1,255
Total OTHER FUNDS PROGRAMS & CAPITAL:		480,521	518,982	484,880	861,860	486,897	.00	478,405
MACH FUND Revenue Total:		511,237	477,149	432,226	423,900	421,900	.00	375,400
MACH FUND Expenditure Total:		480,521	518,982	484,880	861,860	486,897	.00	478,405
Net Total MACH FUND:		30,716	41,833-	52,655-	437,960-	64,997-	.00	103,005-
Net Grand Totals:		30,716	41,833-	52,655-	437,960-	64,997-	.00	103,005-