



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

Regular Meeting Minutes
Remote Meeting via Zoom
February 26, 2026

A. CALL TO ORDER AND ROLL CALL

Chair Routon called the Manitou Arts, Culture, and Heritage (MACH) Board meeting to order at 5:01 PM.

BOARD MEMBERS PRESENT FOR ROLL CALL:

Chair Ralph Routon
Vice Chair Kinsey Watts
Board Member Neale Minch
Board Member Wren Almitra
Board Member Mark Lee
Board Member Marcus Medina
Board Member Peter Sommers
Alternate Board Member Lisette Casey

BOARD MEMBERS ABSENT FOR ROLL CALL:

Alternate Board Member Jason Wells
Alternate Board Member Gerald Mitchell

Vice Chair Watts moved to designate Alternate Board Member Casey to vote for any recusals. Board Member Lee seconded the motion. The motion carried (7-0).

B. APPROVAL OF AGENDA

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

C. APPROVAL OF MINUTES

1. February 19, 2026

Board Member Lee moved to approve the minutes with changes to the vote count for Manitou Commons at the STACC, reflecting a 4 to3 vote count. Vice Chair Watts seconded the motion. The motion carried (6-0) with Board Member Minch abstaining.

D. PUBLIC COMMENTS NOT ON THE AGENDA (Please Limit Comments to Three Minutes)

There was no public comment.

E. REPORTS – CITY COUNCIL LIAISON & STAFF

1. City Staff Report (Rebecca Davis)

Finance Director Davis reported on the fund balance. There was a general discussion regarding how the fund balance has been spent down and the impact on next year's grant money balance. The fund balance is comprised of grant money that came back from applicants that didn't accept the grant as well as funds that were not dispersed. Some of that balance has been added into each budget year, to reduce it. The discussion continued with considering what the Board is left with if they stick to the original budget of \$162,675.

2. City Council Liaison Report (Judith Chandler)

Council Liaison Chandler stated there was no report from City Council, as they did not meet the previous Tuesday. She reminded the Board that City Council will be having their Budget Retreat at the Shared Integrated Learning Center (SILC) building at Manitou Springs High School and it is open to the public. She also reminded the Board that March 3, 2026, is election day for the Metropolitan District.

F. BUSINESS

1. Revisit status of Upstairs at the STACC, possibly also adding conditions for funding recommendation (Ralph Routon)

Chair Routon stated that the name has officially been changed to Manitou Springs Commons at the STACC. He addressed the new issue of revisiting the budget for grants during the current cycle. Chair Routon discussed the outcome of the meeting with the applicants regarding expectations prior to receiving the grant funds. He referred to a letter the Church submitted stating they are fully intent on holding the space for this purpose, which was shared with the Board. He stated the Board requested a Memorandum of Understanding from St. Andrews Church.

2. Reconsider any other grants needed to make cuts and reach target.

There was discussion regarding how to reduce the proposed grant amounts fairly among all applicants. Board Member Medina suggested that it be a straight percentage for all applicants. Vice Chair Watts shared the working spreadsheet of all grants and showed how the percentage drop would look. Board Member Minch suggested that the Board plan to cut enough funding to leave a similar amount for next year's funding, which would be \$35,000. The consensus was to try to hit a target of \$130,000 for 2026

grant awards, to leave a reasonable balance for next year. There were several ideas discussed to reach that mark, though the consensus was to use a formula that cut all grants on a flat percentage scale.

3. Discuss what to recommend for dividing Tier 1 funds.

There was discussion regarding the initial proposal, as Board Member Minch recalled, from City Administrator Denise Howell to take the funds for Hiawatha Gardens and divide them between the remaining three non-profit applicants. Board Member Minch strongly recommended the Tier 1 funds continue to distribute the funds as they always have, to avoid issues. Chair Routon stated he would reach out to City Administrator Howell to gather more information.

4. Approve final recommendations, presenting to Council on March 10 with final action March 17. Possible special meeting March 12 after March 10 input.

There was discussion about needing to have an additional meeting before the March 10, 2026 presentation to agree on the recommendations now that the funding has changed. The Board consensus was to have a meeting on March 3, 2026.

5. Discuss expectations for next regular meeting, scheduled for March 26.

There was no discussion.

G. ADJOURNMENT

Board Member Watts moved to adjourn the meeting. Board Member Minch seconded the motion. The motion carried (7-0).

The meeting adjourned at 7:20 PM.

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