



**Adams County Cultural Council Retreat Minutes
Thursday, September 10, 2026**

**Parks, Open Space & Cultural Arts Administration Building
2nd Floor Conference Room
Riverdale Regional Park
9755 Henderson Road, Brighton, CO 80601**

- I. Call meeting to order** – Joyce Downing called the meeting to order at 5:35 P.M.
- II. Roll call** – Zoe Ocampo
Present: Joyce Downing, Carrie Hausfather, Susan Beyda, Jim Towle, Izabel Zambrzycki
Excused Absence: Aaron Vega, Kerry Laing
Unexcused Absence: Larry Dunn
Participants in Attendance: SCFD Program Manager, Dana Manyothane; Adams County Cultural Arts Manager, Zoe Ocampo
- III. Member Introductions** – The Cultural Council welcomed new member, Izabel Zambrzycki
- IV. Approval of the Agenda** - Motion to approve the agenda made by Jim Towle, seconded by Carrie Hausfather; no opposed – motion passed
- V. Approval of Minutes, Allocation Meeting, June 18, 2026** – Motion to approve the minutes made by Carrie Hausfather, seconded by Susan Beyda; no opposed – motion passed
- VI. New Business & Updates**
 - 1. 2026 Debrief**
 - i. Joyce Downing led a discussion of the 2026 grant cycle and applicant review process.
 1. Council felt the process went well overall but would like to see several issues addressed including organizations continuing to apply for multiple

things in a singular project grant; SCFD's streamlining / refining the grant process as volume of applications and workload for councils continues to grow; and organizations providing more basic information about their work to council within applications.

2. Council was reminded they can request eligibility review for organizations if they are too reliant on SCFD funding.
- ii. Zoe Ocampo presented on trends from 2019 – 2026. Council looked at applicant growth, funds available from SCFD annually vs. project requests, and surplus/deficit numbers to inform future considerations for funding.

2. 2027 Grant Cycle Process

- i. Joyce Downing led discussion about the 2027 grant cycle and funding process.
 1. Council is planning to implement the question repository in the 2027 process.
 2. Council will keep Guidelines as-is for 2027 and will form a subcommittee to review scenarios for changing funding and process Guidelines, effective 2028.

3. Control Group Productions 2025 Project 1

- i. Dana Manyothane presented to Council the request made by Colorado Group Productions to extend the timeline for the 2025 project grant for "O Ghostly Ancestor".
 1. Motion made to extend the timeline until August 31, 2027 made by Susan Beyda, seconded by Carrie Hausfather; no opposed – motion passed

4. 2027 Calendar Review

- i. Council reviewed and approved the 2027 calendar. All dates will be posted online and are subject to change.
- ii. Council will not have the optional final 2026 meeting.

VII. Other Business - None

VIII. SCFD Update – Dana Manyothane

1. **Last SCFD Board Meeting:** Thursday, August 27 at 1:00 pm at Lone Tree Arts Center. A selection of Tier II organizations presented on their previous year and the SCFD voted to approve the Tier II 2026 distribution.

- i. **Next Meeting:** Thursday, September 24th at 1:00 pm. The meeting will be held at the Broomfield Auditorium. The SCFD board will vote to approve the distribution of 2025 Tier III funds. Cultural Council chairs will report to the SCFD board on the grant cycle.
- 2. **SCFD Revenue Report:** The June 2026 SCFD sales and use tax revenue was \$8,106,353.16. The 2026 year-to-date (YTD) sales and use tax revenue is \$43,167,374.19. The variance is \$1,193,070.79, a 2.84% increase in YTD 2026 over YTD 2025.
- 3. **Tier III: Important Dates**
 - i. **September SCFD board meeting:** CCC chairs or representatives will present an overview of the past cycle, highlighting any changes to county guidelines and sharing interesting facts.
 - ii. **Engage, Empower, Connect & Rex Morgan Awards:** Monday, September 14th at Denver Botanic Gardens, 12:00-6:00 pm. There is a waitlist to attend.
 - iii. **CCC Mixer:** Thursday, October 29 from 5:30-7:00 pm. Location TBA.
- 4. **Eligibility:** The eligibility application is now open. SCFD will accept applications through Wednesday, September 9th. If you know of any organizations that may be interested, please refer them to the SCFD website for more information.
- 5. **SCFD Staff Update:** SCFD welcomed Heidi Messer as the new Director of Finance and Administration. This is a new position designed to help SCFD bring in-house financial and administrative processes.
- 6. **New Financial Summary Format:** Financial summaries are attached to the grant request (bottom green box). New next year- we are removing the red/yellow/green ranking from the financial summaries after feedback from council members.
- 7. **Reauthorization Update:**
 - i. SCFD is currently set to sunset in 2030. The SCFD Board of Directors voted earlier last year that SCFD would ask the voters to reauthorize in November 2028. GBSM was hired late last year as the reauthorization consultant to help with the process.

iv. Phase 1 Progress Points:

1. As we continue to build a transparent, equitable, and inclusive process, our staff is working with GBSM to build a fact sheet with an accompanying FAQ section for the [Road to Reauthorization webpage](#), which will cover everything from the process structure to early learnings from Phase 1 efforts and more.
2. Additionally, we've added a timeline graphic to the webpage so that the process is easier to follow from start to finish – please help us share these updates with your networks. This webpage as well as our newsletters are the best places to get ongoing information about the Stakeholder Engagement Process and ways to get involved.
3. Phase 1, Research & Landscape Analysis, is actively underway, with analysis of SCFD's comprehensive financial data currently under review. GBSM is also completing initial information interviews with a range of community members in all three tiers. Feedback from these interviews will be used to design and shape Phase 2, the upcoming District-Wide Listening Tour.
4. Road to Reauthorization Webinar: As we continue with Phase 1 and begin looking towards Phase 2, we hosted a webinar on **March 25, 2026** to share updates on the process, answer frequently asked questions, and orient you to resources about reauthorization. The webinar is posted to the reauthorization page on the SCFD website.

v. Phase 2:

1. District-wide listening tour with in-person meetings in each county, as well as two virtual sessions.

vi. Phase 3-5:

1. Proposal Development and Consensus Building

8. Office Hours & Update

- i. Physical office by appt. only. Staff members are working hybrid schedule (in office/at home): Mon-Thurs, 8:00 am-6:00 pm.

9. Open Meetings Requirements of the Colorado Sunshine Law

- Meeting refers to any gathering of council members to discuss public business.
- 3 or more members constitute a meeting.
- Emails, phone calls, in-person does not include chance meetings or social occasions.
- Statute requires public notice of meetings at least 24 hours in advance, including the agenda.
- Minutes must be taken and are open to public inspection.

IX. Adams County Update – Zoe Ocampo

1. Upcoming County Events:
 - i. Festival Latino at Riverdale Regional Park – 9/13
 - ii. Welby Days at Rotella Park – 9/19
 - iii. DragonBoat Regatta & Night Market at Riverdale Regional Park – 9/26
2. Poet Laureate Update
 - i. Anthology I copies are now available
 - ii. Anth II – submissions closed (127 applicants)
 - iii. Fall/Winter programming listed online in late September
3. All county councils and commissions will present to the BOCC – ACCC is looking at Q1 27, date tbd.

X. Public Comment - None

XI. Adjourn – Joyce Downing adjourned the meeting at 7:47 P.M.