



**Adams County Cultural Council
2026 Kickoff Meeting Minutes
Thursday, March 19, 2026
Waymire Dome
Riverdale Regional Park
9755 Henderson Road, Brighton, CO 80601**

- I. Call meeting to order – Joyce Downing called the meeting to order at 5:32 P.M.
- II. Roll call – Zoe Ocampo
Present: Joyce Downing, Aaron Vega, Jim Towle, Kerry Laing, Susan Beyda, Carrie Hausfather, Larry Dunn (late)
Participants in Attendance: SCFD Program Officer, Dana Manyothane; Adams County Cultural Arts Manager, Zoe Ocampo
- III. Approval of the Agenda - Motion made to approve the agenda made by Aaron Vega, seconded by Kerry Laing; no opposed – motion passed.
- IV. Approval of Minutes – 2025 Retreat, September 11, 2025 – Motion made to approve the Retreat minutes made by Carrie Hausfather, seconded by Aaron Vega; no opposed – motion passed.
- V. New Business Items
 - a. 2026 Officer Elections – Joyce Downing put forth the 2026 slate of officers as follows: Chair – Joyce Downing; Vice-Chair – Aaron Vega; Secretary – Carrie Hausfather. Motion made to approve the proposed 2026 officers by Jim Towle, seconded by Susan Beyda; no opposed – motion passed.
 - b. 2026 Process
 - i. Process Review – Dana Manyothane went through the process and documents of the upcoming grant season, including the Guidelines, Scoring Rubric, and Fluxx portal,

offering Council members an opportunity for a 1:1 review of Fluxx. Joyce Downing brought up the ongoing concern that the scoring rubric is meant for general operating support and not for projects. It was suggested that the Council use the word “project” in place of “organization” when scoring projects specifically and it was agreed to try this solution.

- ii. Important Dates – The Council decided that the hold on April 30 for an additional Study Session was not needed. The Council will move forward with six Study Sessions.

- c. Ticket and Gift Acceptance – Zoe Ocampo reminded Council that, per the County’s Code of Ethics, gifts and free tickets may not be accepted by Council. Council members are encouraged to attend organizations’ events and are each permitted \$100 worth of ticket reimbursement per year, excluding galas and fundraisers.

VI. Other Business

- a. None.

VII. General SCFD Updates – Dana Manyothane

a) Board Meetings

Last SCFD Board Meeting: Thursday, February 26 at 1:00 pm. The board passed two resolutions: Pertaining to Posting of Public Meeting Notices and Pertaining to Adjustment of the Appropriation and Distribution of 2024 Revenue Collected.

There were also two presentations, one by the Colorado State Demographer, Kate Watkins, and GBSM’s President and CEO, Andy Mountain, who shared the Road to Reauthorization Stakeholder Engagement updates.

Next SCFD Board Meeting: Thurs. April 23, 2026 is a regular board meeting. At this meeting, the board will vote to approve the 2025 Tier III budgeted distribution.

b) SCFD Revenue Report:

The December 2025 SCFD sales and use tax revenue was \$8,461,675.51. The 2025 year-to-date (YTD) sales and use tax revenue is \$87,529,314.26. This compares to YTD 2024 sales and use tax revenue

of \$86,263,611.09. The variance is \$1,265,703.17, a 1.47% increase in YTD 2025 over YTD 2024.

The January 2026 SCFD sales and use tax revenue was \$5,921,887.68. The 2025 year-to-date (YTD) sales and use tax revenue was \$6,152,834.60. The variance is (\$230,946.92), a 3.75% decrease in January 2026 over January 2025.

c) Tier III: Important Dates from last month and current month.

Wednesday, March 4: 2026 multi-county grant applications deadline

Wednesday March 11: 2026 single-county grant application deadline

A record 294 grant applications were submitted this year, up from 276 last year. 1 organization missed the deadline: Casa Milagro Youth Solutions and Wonderbound has transitioned to a Tier II.

Wednesday, March 25: GBSM webinar at 10:00 am.

d) CCC Annual Agreements

Annual agreements must be completed by each council member by February 28th. The agreements are in the CCC Portal on the SCFD website in the Council Notebook- #9. The agreements include the nondiscrimination statement, cultural equity statement, and conflict-of-interest statement. Grants will not be assigned to council members until all agreements are complete.

e) Reauthorization Update

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.

Phase 1 Progress Points:

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.

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.

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.

Road to Reauthorization Webinar: As we continue with Phase 1 and begin looking towards Phase 2, we hosted a webinar on the morning of March 25, 2026 to share updates on the process, answer frequently asked questions, and orient you to resources about reauthorization.

f) Office Hours & Update

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

g) Study Sessions

Each PO will make an announcement at the beginning of each study session regarding CCC etiquette and decorum. This is not optional.

“Before we dive into business, I would like to thank council members for their time and commitment to SCFD, the county, and the arts, science, and cultural community. I would also like to thank any organizations or members of the public who are joining us today for their time and dedication.

It is important to remember that as an official council of the county doing SCFD business, these meetings are public and anything we say today reflects on the council, the county and SCFD.

As we move into discussions, I ask that we contemplate the 3 core guidelines that SCFD believes are imperative in conducting a welcoming, productive, and professional meeting:

Be Respectful: Of people, of organizations, of opinions, and of time.

Be Positive: Assume Best Intentions of each other and of grantees.

Be Present: Own your experiences, participate, and engage.

While this is a reminder to the council, it also states our values and expectations of this meeting for any visitors that are with us today. Thank you.”

h) New Financial Summary Format

Financial summaries are attached to the grant request (bottom green box).

i) Scoring Rubric

As a reminder, all councils voted to change the points awarded for two categories of the scoring rubric at last summer's chairs & liaison meeting:

- Organization Mission and Objectives (5 points)
- Operations and Strategy (10 points)
- Equity, Diversity, Inclusivity, and Accessibility (10 points)
- Financial Responsibility (10 points)
- Impact on County Residents (15 points)

As a result of these changes, the reviewer portal in Fluxx has been updated, as well as the scoring descriptions for those two rubric categories:

Organization Mission & Objectives- scored 1-5

1 = Minimum

2 = Below Average

3 = Average

4 = Above Average

5= Outstanding

Impact on County Residents: scored 1-15

1-3 = Minimum

4-6 = Below Average

7-9 = Average

10-12 = Above Average

13-15 = Outstanding

The other three categories remain scored 1-10 with the original scoring descriptions.

j) Virtual Attendance

Reminder: Virtual attendance will not be counted. Organizations may still produce hybrid programs, but GOS and program funding can only support in-person costs.

k) 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.

I) Reminders

Cultural Council Portal Password updated: 2026SCFDccc

Annual agreements must be completed before councils can review grant applications. Check the link in the email (Broomfield County).

VIII. Adams County Updates – Zoe Ocampo

- a. Reminder to the Council that there are seats available at the County's table for the Colorado Business Committee for the Arts Award Luncheon.
- b. April is National Poetry Month. The Adams County Poet Laureate Program, a partnership with Anythink Libraries, has several workshops and events throughout the month.
- c. The film made for the 58th St. Gateway Mural was admitted to the Castle Rock Film Festival on April 9 & 11.
- d. The Pecos St. Median project is in jury. 162 applications were received.
- e. The Cultural Arts Division will present to the Board of County Commissioners on May 20 about the Percentage for the Arts Program and CA Division as a whole.

IX. Public Comment

- a. Brighton Music was in attendance and asked about observation at Study Sessions and how it worked. Joyce Downing clarified that organizations are encouraged to attend but may not ask/answer questions during the sessions.

X. Adjourn – Joyce Downing adjourned the meeting at 6:35 P.M.