

# ***Cultural Advisory Board***

## ***Agenda***

**Wednesday, November 12, 2025 at 6:30pm  
2nd Floor Board Room in Louisville Public Library  
951 Spruce St, Louisville, CO 80027**

*Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- You can call in to (719) 359-4580  
Zoom ID: 891 2573 6200
- You can log in via your computer. Please visit the City's website here to link to the meeting: <https://louisvilleco.zoom.us/j/89125736200>

*The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at*

- 1. Call to order**
- 2. Roll call**
- 3. Approval of the November 2025 Agenda**
- 4. Approval of October 2025 Minutes**
- 5. Public Comments**
- 6. Chair Report - JR**
- 7. Staff Report – Iris**
  - a. 2025 Events Wrap Up**
    - i. Trunk or Treat Recap**
    - ii. Trans Day of Remembrance**
    - iii. Winter Fest**

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

8. Planning for 2026 (cont.) – CAB/Iris
  - a. [Event Sponsorship](#) in 2026
  - b. Performers/Artists for World Music Series and Summer Concerts in the Park Selections
9. 2026 Arts Grants – JR (Action Items)
  - a. Review attached documents
  - b. Ideas for updates to process
  - c. Independent artist set aside?
10. Event Proposal Presentations/Discussions from the Board
  - a. Lunar New Year Celebration - Reina
  - b. Pride Celebration - Alexander
  - c. BIFF pre-screening event - Iris
  - d. Something food related? - Sarah
11. Marshall Fire 5 Years Remembrance Update – Iris/CAB
12. Should we have a December CAB meeting? – Action Item
13. 2026 CAB Meeting Schedule
14. Items for December meeting agenda (items not on November agenda)
15. Adjourn

## ***Cultural Advisory Board***

### ***Agenda***

**Wednesday, October 8, 2025**  
**2nd Floor Board Room in Louisville Public Library**  
**951 Spruce St, Louisville, CO 80027**

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*The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at*

1. **Call to order** - Call to Order at 6:40 pm.
2. **Roll call** - Present: Mohamed Ghali, Reina Pomeroy, JR Ketelsen, Alexander Phillips-Messner; Sarah Staunton; Absent: Roger Keeler; Staff Present: Iris Belensky, John Zamora, Brandi Cummings
3. **Approval of the October 2025 Agenda** - Reina moved, seconded Mohamed, to approve the October 2025 agenda as presented. Carried unanimously.
4. **Approval of September 2025 Minutes**- Reina moved, seconded Mohamed, to approve the September 2025 minutes as presented. Carried unanimously.
5. **Public Comments** - None.
6. **Chair Report (JR) – Report 10 minutes** - JR extends a continued thanks to all board members for their hard work this year, attributing the overall

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success of this year to the dedication of the members. He reminded board members to let us know if they plan to not seek reappoint to the board as the appointments are upcoming.

**7. Staff Report (Iris) – Report 15 minutes**

**a. Director Report (Brandi) - Brandi shared with the board that the Cultural Services team has embarked on the a strategic planning process as a focus for 2026.**

**b. Upcoming Events and Wrapping Up 2025 Events**

- i. **City Sponsorship Program** - City Council has created a special fund to support programs in through the City of Louisville. The process is being split into application timeframes. [Link to City Information](#) Per request of the Board, Arts & Events staff will explore if CAB programming would qualify.
- ii. **Arts Center Sign** - Tomorrow (10/9) Iris and Brandi will be presenting to the Planning Commission about the proposed digital sign at the Arts Center. Board members are encouraged to come to speak during public comment. The Planning Commission will make a recommendation to Council for full consideration.
- iii. **Basketball Court Mural** - The mural was complete in September and has received positive feedback from the community, including on social media.
- iv. **Budget & Event Wrap Up** - Most of the 2025 budget has been allocated, with October bringing Trunk or Treat and the return of Winterfest in December. Trunk or Treat is looking for more participants, board members are encouraged to share the sign up with potentially interested parties. [Link to Trunk or Treat Sign Up](#) There is a need for two board members to assist with set up on October 26, at 10 AM, at Ascent (550 S McCaslin Blvd) - JR, Reina, and Mohamed could be available.

Winterfest, currently scheduled for Sunday, December 14. More info to come.

Trans Day of Remembrance (November 20) - Alexander reported about possible partnerships for an engagement. He shared that he connected with Rocky Mountain Equality, Queer Asterisk, and the North Metro Gender Support Group. There is good opportunity for planning for 2026. The current plan is to get a vigil on the calendar for November 20,



hosting the event in Memory Square Park, allowing access to the Art Center for warmth and restrooms. Refreshments and candles will be provided.

- v. Remaining items for the year - Art Grants, Life in Louisville Photography contest, South Street Underpass Sculpture installation, launch of Mary Trebing Sculpture call for applications.

## **8. Planning for 2026 (cont.) – CAB/Iris**

- a. **Board Member Recruitment** - Board open house coming up on October 23, from 6-7 PM in Council Chambers. CAB currently has 2 openings. [Link to Open House Information](#). Board members are encouraged to talk to interested parties and encourage them to attend the Open House.
- b. **2026 Draft Events Calendar** - Iris presented a 2025 Special Events Budget with a 2026 Events Projection. She opened up discussion to the board to reflect on 2025 events and identify returning and new events for 2026. After discussion, CAB decided they would be interested in seeing a sponsorship package for seeking sponsorship in 2026. Three key programs being considered: Lunar New Year, Pride, Boulder Film Festival Pre-Screening, interested board members should come up with event proposals for these ideas.
- c. **Performers/Artists for World Music Series and Summer Concerts in the Park - Band Suggestions:** Sweet Lilys, Ten Years Gone, The Long Run, Tribute Band  
**World Music:** Mariana Ole (Flamenco), Tuvan Throat Singer, Sitar  
**Other Idea:** One day choir, Sufi Whirling Dancer,

## **9. Marshall Fire 5 Years Remembrance Update - Iris**

No opposition to the budget, Council has preliminarily approved a \$35,000 budget. Next steps is to move forward with a community survey with potential engagements for the remembrance. A subcommittee will be formed to review the survey and look at potential art proposals.

## **10. 2026 Arts Grants – JR - [Tabled to November](#): *Things to think about - how can follow up be improved?***

- a. Review the attached documents
- b. Ideas for updates to the process
  - i. Independent artist set aside

## **11. CAB Meeting Schedule for 2026 - [Tabled to November](#)**

## **12. Items for November meeting agenda (items not on October agenda)**

- 13. Adjourn** - Reina moved, seconded by Sarah, to adjourn the meeting at 8:47 PM. Carried unanimously.

# Apply For A 2025 Arts Grant

## CITY OF LOUISVILLE ARTS GRANTS

Grant Cycle: March 1, 2025 – July 31, 2026

Application Open: December 18, 2024 - February 5, 2025 at 5:00 PM

### **2025 Grant Timeline**

|                         |                                                                                                                                                                                                                                                               |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| December 18, 2025       | Arts Grants Application opens                                                                                                                                                                                                                                 |
| February 5, 2025 at 5PM | Grant Application closes                                                                                                                                                                                                                                      |
| February 19, 2025       | Louisville Cultural Advisory Board begins to review grant applications.                                                                                                                                                                                       |
| March 2025 - date TBD   | Grant awardees are notified. Grant awardees will receive 50% of their award upon accepting their award.                                                                                                                                                       |
| Post-program or event   | Arts Grants Evaluation forms completed by grant recipient are due no later than 60 days after the funded program or event has been completed. Grant awardee will receive the final 50% of the award upon submission of a completed Art Grant Evaluation form. |

### **About the Arts Grants**

The Louisville Cultural Advisory Board is offering arts grants to artists and cultural arts organizations serving the Louisville community. Artists and cultural arts groups based outside of Louisville are welcome to apply for any projects or event(s) that would be held in Louisville.

The Louisville Cultural Advisory Board seeks to further their mission of engaging our diverse social, cultural, and creative community by providing financial and facility support through this arts grants. Diversity of media and creative artistic expression is encouraged.

### **Grant Awards**

#### **Funding:**

Applicants may request up to \$2,000 in funding. Applicants are encouraged to demonstrate additional sources of funding for their project in addition to the Arts Grants. Grant recipients will be fully funded, up to \$2,000.

[Download an Arts Grants Budget form as PDF](#)

[Download an Arts Grants Budget form in Excel format](#)

### **Venues:**

Applicants may present their program or event at any location in Louisville.

Applicants may request complimentary use for one day at the Louisville Center for the Arts, Steinbaugh Pavilion, or the Louisville Public Library. Dates may be reserved on a first come, first served basis once grantees have been notified of their award. To inquire about potentially available dates, please email Iris Belensky, Arts and Events Program Manager ([ibelensky@louisvilleco.gov](mailto:ibelensky@louisvilleco.gov)).

*Due to the limited availability of City spaces, we cannot provide venues for more than one day.*

### **Rehearsal Space:**

One complimentary day for rehearsal may be awarded if a mutually agreeable date is available. Rehearsal space is not guaranteed. Additional time for rehearsal or additional performances is subject to normal rental fees. See the ["Facilities" page](#) for more information.

## **Grant Eligibility Requirements**

### **All Grant Applicants**

- Any individual or organization may apply. Organizations **do not** need to have 501(c)3 status to apply.
- Special consideration will be given to independent artists and organizations.
- Complete application must be received by 5:00 PM on **Wednesday, February 5, 2025**. Late applications will not be considered. **Note: Applicant must submit complete budget with the application.**
- All projects must be completed between March 1, 2025 and July 31, 2026.
- Programs must primarily focus on artistic expression or arts education.
- Performances or projects must take place in Louisville, Colorado.
- Grant applicant must be at least 18 years of age.
- Only one Arts Grants may be used per proposed project.
- Applicants must list all funding sources in the proposal's budget. Applicants must disclose if funding from other sources has been secured.
- The Louisville Arts Grants program is not intended for Public Art projects. The Louisville Cultural Advisory Board cannot approve Public Art projects.

- Applicants must disclose if they are a member of a current City of Louisville Board, Council, or Commission; if they are related to a current member of a City Board, Council or Commission member; if they are a current City of Louisville employee, and if they are related to a current City of Louisville employee.

### **Evaluation Criteria**

Applications will be evaluated by the Louisville Cultural Advisory Board. Evaluation criteria includes, but is not limited to:

- **Ability to Execute:** Does the application demonstrate that the applicant will be able to successfully execute the program?
- **Diversity, Equity and Inclusion (EDI):** Does the topic of the program or type of artistic expression bring increased diversity, equity or inclusion to Louisville?
- **Impact of Funding:** Will the project fully utilize the funding and/or the use of City venues available through this grant program? Will this grant make a significant impact?
- **Artistic Excellence:** Is the proposed program of high artistic quality?
- **Community Relevance:** Does this project engage the Louisville community in a meaningful way? This could be by engaging new audiences, reaching audiences that lack access to similar programs, engaging with a topic that is relevant to the residents of Louisville, or exploring a new topic that would be enriching to the citizens of Louisville. This could also be done by partnering with a relevant school or organization in Louisville.
- **Artistic Discipline:** When looking at projects funded through the Arts Grant Program, consideration will be given to funding a variety of artistic disciplines including both visual and performing arts. This item is not scored but may be used in determining the overall mix of programs funded.

### **Grant Recipient Responsibilities**

Grant recipients are the producers, presenters, and marketers of their projects. As such, recipients are responsible for all aspects of executing the project including, but not limited to:

- Technical or AV needs of the project
- All advertising and promotion of the event
- Ticket sales (if event is ticketed)
- Acknowledging the Louisville Cultural Advisory Board in marketing and publicity.
- Completing and submitting the Arts Grants Evaluation form within 60 days of the completion of the event/project to maintain eligibility for future grant funding.

Grant recipients may charge admission and keep all ticket revenues.

## **Marketing**

The Louisville Cultural Advisory Board is happy to help promote Arts Grants projects given that Grant recipients provide detailed information about their program or event (including flyers and digital marketing materials) at least 4 weeks prior to their event. **All materials must include the City of Louisville logo or list the Louisville Cultural Advisory Board as a sponsor.**

The Louisville Cultural Advisory Board will assist with distributing promotional flyers (provided by the grant recipient) at official City locations. Descriptions of the funded event will be listed on the City Calendar and may be included in City Arts and Events email newsletters and social media.

## **2024 Arts Grants Recipients:**

- Acting Out Theater Company “Bingo's Birthday”
- Motus Theater "TRANSformative Stories from Transgender & Nonbinary Leaders”
- Bowery Trio Performance and Workshop
- Dona Laurita “The Silhouette Project: Newcomers Boulder County”
- T2 Dance Company "Color Wheel Project"

# Louisville Art Grants

## About the Art Grants

The Louisville Cultural Advisory Board provides annual grants to artists and cultural arts organizations serving the Louisville community. Artists and cultural arts groups based outside of Louisville are welcome to apply for any event(s) or program(s) that would be held in Louisville.

The Louisville Cultural Advisory Board seeks to further their mission of engaging our diverse social, cultural, and creative community by providing financial and facility support through this arts grant. Diversity of media and creative artistic expression is encouraged.

This year's Art Grant applications open **Wednesday, December 18, 2024**. Applications must be received by 5PM on Wednesday, February 5, 2025. Art Grants funded events and projects should take place in Louisville, CO between March 1, 2025 through July 31, 2026.

The Art Grant Application requires a complete budget form. Download the budget template here:

[Excel spreadsheet](#)

[PDF format](#)

|                                       |                                   |                         |
|---------------------------------------|-----------------------------------|-------------------------|
| Page 1: Applicant Contact Information | Page 2: General Grant Information | Page 3: Project Details |
| Page 4: Project Budget                |                                   |                         |

## Applicant Contact Information

1. I am applying as an:

- ☐ Artist
- ☐ Organization

2. Organization name (if applicable)

500 characters

3. Applicant name ?

First Name

Last Name

4. Legal name (if different)

500 characters

5. Primary contact for grant ?

First Name

Last Name

6. Mailing address ?

Street Number and Name

City

State/Province/Region

Postal/ZIP Code

7. Email

8. Phone

9. Website (if applicable)



**10. Please disclose whether you are:**

- ☐ A current member of a City of Louisville Board, Council, or Commission
- ☐ Related to a current member of a City of Louisville Board, Council, or Commission
- ☐ A current City of Louisville employee
- ☐ Related to a current City of Louisville employee
- ☐ None of the above

**If you are applying on behalf of an organization:**

**11. Year founded**

200 characters

**12. Federal Tax ID #**

200 characters

**13. 501(c)(3) organization?**

- ☐ Yes
- ☐ No

[Next](#)

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## General Grant Information

10. Title of proposed project:

500 characters

11. Project discipline: (please check all that apply)

- ☐ Visual arts
- ☐ Theater
- ☐ Dance
- ☐ Music
- ☐ Film

☐ Other

**12. Collaborative partner(s), if any:**

1000 characters

**13. Number of artists participating:**

200 characters

**14. Proposed date(s) for program (can be an approximation):**

200 characters

**15. Proposed location for program:**

1000 characters

**16. What are your alternate dates/locations if the ones listed above are not available?**

1000 characters

**17. Expected attendance:**

200 characters

**18. Ticket price:**

200 characters

**19. Does your project rely on any other grant funding apart from the Louisville Arts Grant?  
Please provide a general overview of the other grant funding required to realize this project:**

1000 characters

**20. If your project relies on additional grant funding, has this funding already been secured?**

200 characters

**21. Do you have an outstanding City of Louisville art grant project or art grant evaluation form?  
Please provide details.**

3000 characters

[Previous](#)

[Next](#)

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## Project Details

22. Please give a brief overview of your project:

2000 Character limit

2000 characters

23. Project goal(s)

2000 Character limit

2000 characters

24. Please outline the project's scope and the means of executing the project in greater detail:

2000 Character limit

2000 characters

25. What is your target audience?

1000 Character limit

1000 characters

26. How will you market your project?

2000 Character limit

2000 characters

27. Please describe prior experience in executing similar projects.

2000 Character limit

2000 characters

28. How will you track and measure the success of your project/event?

2000 Character limit

2000 characters

**29. How will your project benefit Louisville residents? This grant's funding comes from City of Louisville taxes, and it is important that the project reaches Louisville residents.**

2000 Character limit

2000 characters

**30. Have you received a Louisville Art Grant in the past? If so, what year(s), and for what event(s) or projects(s)?**

2000 Character limit

2000 characters

**31. Please include any additional information we should know in order to evaluate your funding request.**

2000 Character limit

2000 characters

**32. Optional: You may upload additional supporting documents such as photos of previous work, artist bios, etc that may be helpful in understanding this projects or your organization.**

BROWSE...

CLEAR

+

Maximum size allowed: 5 MB

Maximum number of files allowed: 5

Allowed types: .gif, .jpg, .jpeg, .png, .doc, .docx, .xls, .xlsx, .rtf, .pdf, .txt

**33. If selected, would you like to request 1 complimentary day of use of the Louisville Center for the Arts or Steinbaugh Pavilion? Please note that facility use is not guaranteed.**

☐ No

☐ Yes, Louisville Center for the Arts

☐ Yes, Steinbaugh Pavilion

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## Project Budget

Please download and complete the project budget template at:  
<https://www.louisvilleco.gov/Home/ShowDocument?id=29683/>.

Save the completed project budget form and upload it here. Grant applications with incomplete budgets, budgets that lack detail, or applications without a budget will not be accepted.

34. Project budget ?

BROWSE...

CLEAR

Maximum size allowed: 5 MB  
Allowed types: .doc, .docx, .xls, .xlsx, .pdf



35. City of Louisville Cultural Council Art Grant request amount ?

[Previous](#)

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# Louisville Arts Grants Application

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**[Excel spreadsheet](#)**

**[PDF format](#)**

## Before starting this application, please note the following:

- This application cannot be saved in-progress and must be completed in one session. **Please ensure that you will have enough time to complete the entire application.** (If you would like to read through the complete application before beginning to fill it out, you can access a [PDF copy here](#). (DO NOT submit the PDF application as it will not be considered).
- This application will require you to describe your project and its goals in detail. Please have this information prepared before beginning the application.
- This application will require you to submit a project budget. Please have a budget prepared ahead of time otherwise you will not be able to complete the application.
- This application gives you the opportunity to attach additional supporting documents, such as photos of previous work, artist bios, etc. If you would like to attach supporting documents, please have them prepared before beginning the application.

## Resources

There are many resources online that can help guide you as you prepare your materials for this grant application. Please see a few examples below that can help you get started:

- [General Grant Writing Tips](#) from the Boulder County Arts Alliance

- [Grant Application Resources](#) from the National Endowment for the Arts - explore the resources listed under 'Tools'
- [6 Steps to Create a Project Budget](#) from Upwork

## **2025 Arts Grants Winners**

- **Sans Souci Festival of Dance Cinema** - *Dance is Like a Fine Wine*
- **Miwa Steuben** - *Japanese Classical Music*
- **Motus Theater** - *Youth Behind & Beyond Bars: Stories from the Frontlines of the Juvenile System*
- **Planina: Songs of Eastern Europe** - *Oi, Tax Na Hori (Oh, Yonder on the Mountain)*
- **Weston Mosburg** - *Through the Eyes of Louisville: A Community Photography Project*

This form has been closed. [Click here to go to the full list.](#)

## **Marshall Fire 5 Year Remembrance DRAFT SURVEY**

On December 30, 2021, the Marshall Fire swept through the City of Louisville, Town for Superior, and unincorporated Boulder County, destroying and damaging more than 1,000 homes and over 30 commercial structures. December 2026 will mark the 5 year anniversary of this disaster which had such a significant impact on our community.

The City of Louisville has allocated \$35,000 towards a Remembrance Project for the 5 year anniversary. We want this project to be informed by the desires of the community. The survey below will provide City staff direction for the initial planning phase of the project.

**1. Were you living in Louisville at the time of the Marshall Fire?**

- a. Yes
- b. No

**2. How has the Marshall Fire impacted you?**

- a. Directly, my home was lost
- b. Directly, my home was damaged
- c. Indirectly, my home was not lost or damaged, but it affected me as a community member
- d. I have not been affected by the Marshall Fire/I moved here after the fire
- e. Other (please specify)

**3. How important, in your opinion, is it for the City of Louisville to develop and realize a remembrance project for the five-year anniversary of the Marshall Fire in 2026?**

- a. *Scale from 1-5 (or 1-10) where 1 is 'not at all important' and 5 is 'very important'*

**4. To date, we have been referring to Louisville's effort to commemorate the Marshall Fire as a "remembrance". What words should be used for the commemoration of the Marshall Fire event?**

- a. Memorial
- b. Marker
- c. Reflection
- d. Remembrance
- e. Tribute
- f. Other (please specify)

**5. What purpose/effect(s) do you hope this project will serve for the Louisville community?**

- a. Document history
- b. Offer a place for reflection
- c. Remember loss
- d. Honor actions taken during and after the event
- e. Recognize the community healing, closeness, and support that was fostered in the aftermath of the fire
- f. Other (please specify)
- g. *Multiple answer checkboxes*

**6. A few primary ideas have emerged for what the project could be. Please select all the ideas that resonate with you.**

- a. A peace garden
- b. A labyrinth walk (learn more [here](#))
- c. Other (please specify)

**7. Assuming an outdoor installation for the project is desired, where should it be located?**

- a. The Arboretum
- b. Community Park
- c. An open space, like Davidson Mesa
- d. Other (please specify)

**8. If you have an alternative idea for a project, describe it here.**

- a. *Text box for open ended answer*

**9. If you have a visual example for a project, upload it here.**

- a. *Option to upload photo or include link*