

MINUTES

LAYTON CITY RAMP TAX ADVISORY COMMISSION

LAYTON, UTAH

Date: Monday, February 12, 2024

I. Call to Order- 5:05pm

II. Pledge of Allegiance

Dawn Brandvold led the Commission in the Pledge of Allegiance.

III. Invocation

Julie Batchelor gave the invocation.

IV. Roll Call and Motion to Open Public Meeting

Denice Maedgen made a motion to open the public meeting. Motion was seconded by Maria Odle.

Attendees

Commission Members: Julie Batchelor
Dawn Brandvold (Arts Representative)
Brigit Gerrard
Denice Maedgen
Josie Newbold (Museum Representative)
Maria Odle
David Price (Parks Representative)
Kimberly Zygmant (Recreation Representative)

Excused: Cameron Cross
Jesse Barocio
Clint Morris (Council Member)

Support Staff: Casie Maughan (Secretary)
JoEllen Grandy (City Landscape Architect)
Layne Jenkins (Aquatics Manager)

V. Approval of Minutes

A. Meeting held on February 12, 2024

Julie Batchelor made a motion to approve minutes from the February 12, 2024 meeting as written. Motion was seconded by David Price and was approved by unanimous Commission vote.

VI. Agenda Changes

VII. Citizen Comments

VIII. Report Items

- A. Council member Report-Tabled
- B. City Manager additional RAMP Grant Request

David Price told the commission about the City's Budget process. He stated each Department Director submits a 5 year Capital Improvement Project request every year. Those requests are then sent to the City Manager and City Council. The City Manager will review the requests. The City Manager has the discretion to move budget request items from one fund to another. The City Manager is still going through the process of reviewing projects, and deciding if the projects will be moved from the Prop 1 fund to the RAMP fund. The City Manager will give final recommendations prior to the next RAMP Commission Meeting.
- C. Review 2024 RAMP Grant Applications

The Commission continued discussion and review of the 2024 RAMP Grant Applications.

 - The following Grant Applications were discussed by The Commission and given tentative funding recommendations by a unanimous vote:
 - Heritage Museum Children's Room Renovation
 - Free Elementary School Tours
 - Senior Stages
 - Small Stage Series
 - Gangrene Comedy Festival 2025
 - JAKS Mega Mix Free Community Performance
 - Surf 'n Swim Swimshape Pro Pool Basketball hoop
 - Surf 'n Swim Suitmate Swimsuit Water Extractor
 - Freedom's Memorial Plaza-Grant Application #2

The Commission discussed Grant Application #2. The Commission stated the project was within the RAMP funding guidelines. The Commission unanimously decided to recommend funding this request in full.
 - Conference Room Redesign Grant Application #13

The Commission discussed Grant Application #13. The Commission decided to fully fund this project, by a unanimous vote.
 - City Center Bike Racks & Lockers Grant Application #17

The Commission discussed Grant Application #17. It was discussed that the amount of the requested funds was lowered from \$48,664.00 to \$30,000.00, JoEllen Grandy explained that the number of bike racks and lockers will be reduced. She stated the lockers and bike racks will now only be in one location, near the amphitheater entrance, at the City Center. The Commission decided to fully fund this project, by a unanimous vote.
 - Arts Access Winter Concert Grant Application #24

The Commission discussed Grant Application #24. The Commission has specific questions it would like answers to, as to get better clarification

with the application request. Staff will forward questions to applicant.

- Mary Poppins-Summer Show Grant Application #26
The Commission discussed Grant Application #26. The Commission tentatively recommends partial funding of \$4,500. The funding would cover rights and royalties, and Director & Assistant Director Fees. Partial funding recommendations were passed by a unanimous vote.
- Snow Horse Gallery Grant Application #32
The Commission discussed Grant Application #32. The Commission recommends partial funding of \$5,510.00 for this application by a unanimous vote. The Commission decided not to pay the \$350.00 for frame storage.
- Fall Concert 2024 & Spring Concert 2025 Grant Applications #33 & 34
The Commission discussed The Fall Concert 2024 & Spring Concert 2025, Grant Applications #33 & 34. The Commission questioned if the Davis County Celebration Orchestra was eligible for the amount that was requested in their grant applications. Based on the financial statements submitted on the grant applications from DCCO, the Commission recommends funding of \$896.47 for each application, by a unanimous vote. The proposed amount awarded is $\frac{1}{4}$ of the operating budget of DCCO and the maximum amount they are eligible to receive.
- Family Special Events 2024-2025 Grant Application #41
The Commission discussed Grant Application #41. The Commission tentatively recommends funding in full pending a more detailed budget from the applicant. The recommendation was passed by a unanimous vote.
- 2024 Summer Arts Access Concert Grant Application #23
The Commission discussed Grant Application #23. The Commission stated the application was not detailed enough and therefore did not meet RAMP Grant funding requirements. The Commission tentatively recommends to not fund this application by a unanimous vote.
- Main Stage Series Grant Application #25
The Commission discussed Grant Application #25. The Commission stated the application did not have a detailed budget, and no clear RAMP funding requests. The Commission tentatively recommends to not fund this application by a unanimous vote.
- RAMP Nights-Free For Layton Residents Grant Application #27
The Commission discussed Grant Application #27. The Commission tentatively recommends to not fund this application by a unanimous vote.
- Museum Office Space Grant Application #29
The Commission discussed Grant Application #29. Josie Newbold stated Davis Arts Council has had an information desk at the museum since they moved locations. Josie stated they have not anyone manning the desk since early December. The Commission questioned if this is something that is needed or if it is already serviced by the museum. The Commission states this is a duplication of services already offered. The Commission tentatively recommends to not fund this application by a unanimous vote.

- Harmonic Winds of Utah Equipment and Music Grant Application #36
The Commission discussed Grant Application #36. The Commission discussed that none of the applicants business or events are within Layton City, therefore the request does not meet the requirements for Layton City RAMP funding. The Commission recommends to not fund this application by a unanimous vote.
- Surf 'n Swim Head Wall Painting Grant Application #38
The Commission discussed Grant Application #38. The Commission stated the application was incomplete and therefore did not meet RAMP funding guidelines. The Commission recommends to not fund this application by a unanimous vote.
- Adult Classes-Free Layton Residents Grant Application #42
The Commission discussed Grant Application #42. The Commission stated that the application was not an appropriate use of RAMP Funds. The Commission stated the application was incomplete and ill defined, and therefore not does not meet the RAMP Grant funding guidelines. The Commission tentatively recommends to not fund this application by a unanimous vote.
- Art Gallery Grant Application #43
The Commission discussed Grant Application #43. The Commission stated this application was an inappropriate use of RAMP funds. The Commission recommends to not fund this application by a unanimous vote.
- Creator's Stage Series 2024/2025 Grant Application #44
The Commission discussed Grant Application #44. The Commission stated the application was incomplete and ill defined, and therefore not does not meet the RAMP Grant funding guidelines. The Commission recommends to not fund this application by a unanimous vote.
- Free Small Series Concerts-OPPA! Players 24/25 Grant Application #45
The Commission discussed Grant Application #45. The Commission stated the application was incomplete and ill defined, and therefore not does not meet the RAMP Grant funding guidelines. The Commission tentatively recommends to not fund this application by a unanimous vote.

IX. Action Items

City Staff will send questions to applicants.

X. Motion to Close Public Meeting and Adjourn

David Price made a motion to close the public meeting at 7:07pm. Motion was seconded by Julie Batchelor and approved by unanimous Commission vote.

Next Meeting:

Monday, March 11, 2024
5:00pm

Date

Brigit Gerrard, RAMP Commission Vice Chair