

**NOTICE OF REGULAR MEETING OF THE ARTS COMMISSION
OF THE CITY OF ST. GEORGE,
WASHINGTON COUNTY, UTAH**

Public Notice

Public notice is hereby given that the Arts Commission of the City of St. George, Washington County, Utah, will hold a regular meeting in the Administration Conference Room on the third floor at the St. George City Hall located at 61 South Main Street, St. George, Utah, on Tuesday, January 27, 2026, commencing at 4:00 p.m.

The agenda for the meeting is as follows:

- 1. Approval of the minutes from the meeting held on November 20, 2025 and December 18, 2025.**
- 2. Annual training for Arts Commission Members.**
- 3. Discussion and consideration of Spark the Arts Grant applications.**
- 4. Discussion and consideration of proposed changes to RAP Tax guidelines from Grant Review Sub-Committee.**
- 5. Discussion and consideration of changes to Sub-Committees.**
- 6. Discussion and consideration of changes to Commission Member liaison assignments.**
- 7. Reports and updates from Sub-Committees.**
- 8. Reports and updates from the Executive Committee and Commission Members.**


Christina Fernandez, Secretary


Date

REASONABLE ACCOMMODATION: The City of St. George will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Please contact the Human Resources office at 627-4674, at least 24 hours in advance if you have special needs.

**ST. GEORGE ARTS COMMISSION MINUTES
REGULAR MEETING
NOVEMBER 20, 2025, 7:30 A.M.
ELECTRIC THEATER CONFERENCE ROOM**

PRESENT:

Commission President Karin Edwards
Commission President Elect Ginger Nelson
Commission Member Tara Griffith
Commission Member Adam Mast
Commission Member Glenn Webb
Commission Member Robert Schmidt
Commission Member Dannielle Larkin
Commission Member Steve Brough
Commission Member Jeanine Vander Bruggen
Commission Member Sarah Reynolds

EXCUSED:

Commission Member Jane Anderson

CITY STAFF PRESENT:

Community Arts Manager Peyton Lee
Technical Theater Coordinator Jeremy Poston

CALL TO ORDER:

Link to Commission President Edwards calling the meeting to order and welcoming all in attendance: [00:00:00](#)

APPROVAL OF MINUTES:

Consider approval of the minutes from the meetings held on September 25, 2025 and October 23, 2025.

Link to motion: [00:00:15](#)

MOTION:

A motion was made by Commission Member Vander Bruggen to approve the minutes.

SECOND:

The motion was seconded by Commission Member Webb.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – absent
Commission Member Griffith – aye
Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

DISCUSSION AND CONSIDERATION OF SPARK THE ARTS GRANT APPLICATIONS:

Link to comments from Commission President Edwards regarding the applications,
and noting they will not be considered: [00:00:58](#)

REPORTS AND UPDATES FROM SUB-COMMITTEES:

Link to discussion between the Commission and City staff: [00:01:15](#)

REPORTS AND UPDATES FROM THE EXECUTIVE COMMITTEE AND COMMISSION MEMBERS:

Link to discussion between the Commission and City staff: [00:09:35](#)

ADJOURN:

Link to motion: [00:23:18](#)

MOTION:

A motion was made by Commission Member Larkin to adjourn.

SECOND:

The motion was seconded by Commission Member Brough.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – absent
Commission Member Griffith – aye
Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

Christina Fernandez, Secretary

**ST. GEORGE ARTS COMMISSION MINUTES
REGULAR MEETING
DECEMBER 18, 2025, 7:30 A.M.
ELECTRIC THEATER CONFERENCE ROOM**

PRESENT:

Commission President Karin Edwards
Commission President Elect Ginger Nelson
Commission Member Jane Anderson
Commission Member Tara Griffith – arrived at 7:45 a.m.
Commission Member Adam Mast
Commission Member Glenn Webb
Commission Member Robert Schmidt – arrived at 7:45 a.m.
Commission Member Dannielle Larkin
Commission Member Steve Brough
Commission Member Jeanine Vander Bruggen
Commission Member Sarah Reynolds

EXCUSED:

CITY STAFF PRESENT:

Assistant City Attorney Daniel Baldwin
City Recorder Christina Fernandez
Deputy Director of Arts Michelle Graves
Community Arts Manager Peyton Lee
Technical Theater Coordinator Jeremy Poston

CALL TO ORDER:

Link to Commission President Edwards calling the meeting to order and welcoming all in attendance: [00:00:00](#)

APPROVAL OF MINUTES:

Consider approval of the minutes from the meeting held on August 28, 2025

The minutes were removed from the agenda as the incorrect date was listed.

DISCUSSION AND CONSIDERATION OF SPARK THE ARTS GRANT APPLICATIONS:

Link to discussion between the Commission and City staff regarding the application received from Clayton Ashcraft: [00:01:35](#)

Link to motion: [00:17:33](#)

MOTION:

A motion was made by Commission Member Vander Bruggen to deny the application.

SECOND:

The motion was seconded by Commission Member Anderson.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – aye
Commission Member Griffith – aye

Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

Link to discussion between the Commission and City staff regarding the application received from Gabe Flowers: [00:17:56](#)

Link to motion: [00:21:37](#)

MOTION:

A motion was made by Commission Member Vander Bruggen to approve the grant in the amount of \$2,750.

SECOND:

The motion was seconded by Commission Member Webb.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – aye
Commission Member Griffith – aye
Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

Link to additional discussion and new motion: [00:22:15](#)

MOTION:

A motion was made by Commission Member Schmitt to amend the previous motion to approve the grant in the amount of \$2,250.

SECOND:

The motion was seconded by Commission Member Webb.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – aye
Commission Member Griffith – aye

St. George Arts Commission Minutes
December 18, 2025
Page Three

Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

REPORTS AND UPDATES FROM SUB-COMMITTEES:

Link to discussion between the Commission and City staff: [00:23:15](#)

REPORTS AND UPDATES FROM THE EXECUTIVE COMMITTEE AND COMMISSION MEMBERS:

Link to discussion between the Commission and City staff: [00:30:07](#)

ADJOURN:

Link to motion: [00:45:00](#)

MOTION:

A motion was made by Commission Member Mast to adjourn.

SECOND:

The motion was seconded by Commission Member Larkin.

VOTE:

Commission President Edwards called for a vote, as follows:

Commission Member Nelson – aye
Commission Member Anderson – aye
Commission Member Griffith – aye
Commission Member Mast – aye
Commission Member Webb – aye
Commission Member Schmidt – aye
Commission Member Larkin – aye
Commission Member Brough – aye
Commission Member Vander Bruggen – aye
Commission Member Reynolds – aye

The vote was unanimous and the motion carried.

Christina Fernandez, Secretary

Open & Public Meetings

Training for Arts Committee

January 27, 2026



Purpose of This Training

The Legislature has declared that the state and its political subdivisions exist to conduct the **public's business**.

The goal of OPMA is **transparency**.

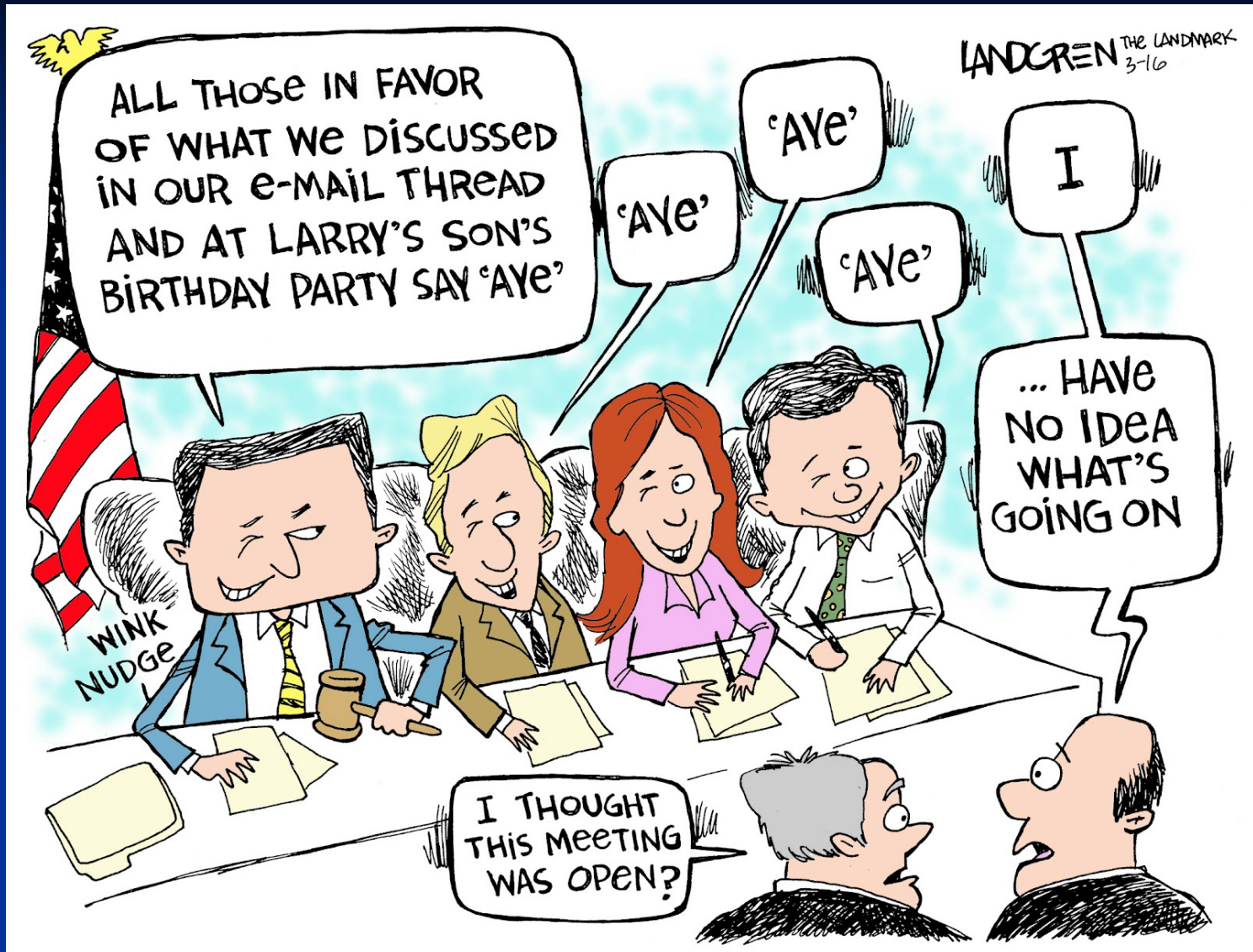
1. Public bodies must **take actions openly**
2. Public bodies must **conduct deliberations openly**

This training focuses on how OPMA applies to advisory boards, like the Arts Commission.



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Arts Commission vs. City Council

Arts Commission

- Advisory body
- Makes recommendations
- Does not adopt ordinances or contracts
- Typically less formal

City Council

- Legislative body
- Takes final action

👉 **Key point:** OPMA applies to both. The *process* may feel different, but the *transparency rules are the same*.



WHAT IS A “MEETING”?

A meeting occurs when:

1. Members of the Arts Commission convene;
2. A quorum is present (in person or electronically); and
3. The purpose is to:
 - Discuss commission business
 - Receive public comment
 - Make recommendations or take action

This includes:

- Regular meetings
- Workshops
- Electronic meetings
- Closed meetings (when permitted by law)



WHAT IS NOT A MEETING?

- Chance encounters
- Social gatherings
- Tours or events

As long as commission business is **NOT** discussed or decided.



Open Meetings Are the Rule

All Arts Commission meetings are **open to the public** unless specifically closed under Utah law.

Closed meetings are the **exception**, not the norm—especially for advisory boards.



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Agenda Rules

- Meetings must follow the posted agenda
 - Items raised by the public may be discussed
 - **No action may be taken** on items not listed on the agenda
- 👉 Best practice: If discussion turns substantive, place the item on a future agenda.



QUIZ

TRUE or FALSE

If a new topic NOT on the agenda is raised by the public, the Arts Commission may discuss the topic.



Answer

True – discussion is allowed, but **no action** may be taken.



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Stick to the Agenda

New items raised by the public during an open meeting may be discussed, but **NO ACTION MAY BE TAKEN UNLESS NOTICED ON AN AGENDA**



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Notice Requirements

Notice must be provided at least 24 hours before the **meeting** by posting:

- Utah Public Notice Website (required)
- Principal office of the City (City Hall)

Notice must include:

- Date
- Time
- Place
- Agenda with reasonable specificity



QUIZ

TRUE or FALSE

Regular open and public meetings require 24 hours' notice, and requires the notice be physically posted in one location.



Agenda Materials

- Agenda materials are encouraged for transparency
- Not all materials must be posted in advance
- Materials provided at the meeting become part of the record



Public Meetings v. Public Hearings

Public Meeting

- Quorum present
- 24-hour notice
- Public comment is discretionary unless otherwise required

Public Hearing

- Occurs during a public meeting
- Required by law for specific actions
- 10–14 days' notice
- Public comment is required and limited to the noticed topic



Public Comment – Practical Guidance

- OPMA does not require public comment at every meeting
- Advisory boards often allow limited public comment as a best practice
- The chair may impose reasonable time, place, and manner restrictions

QUIZ

TRUE or FALSE

A governing body is required to provide citizens a reasonable opportunity to speak at all public meetings.



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Electronic, Special, and Emergency Meetings

- Electronic meetings: Allowed if authorized by ordinance
- Special meetings: Allowed with proper notice
- Emergency meetings: Rare; limited to true emergencies



CLOSED MEETINGS

A meeting may be closed **only** for the reasons allowed by law, including:

- Character & competence or health of an individual
- Litigation
- Real Property transactions
- Security matters
- Ethics complaints

Closed meetings:

- Require a quorum
- Require a 2/3 vote of those present
- Should be used sparingly by advisory boards

If there is uncertainty about whether a closed meeting applies, the safest course is to stay in open session and consult legal counsel.



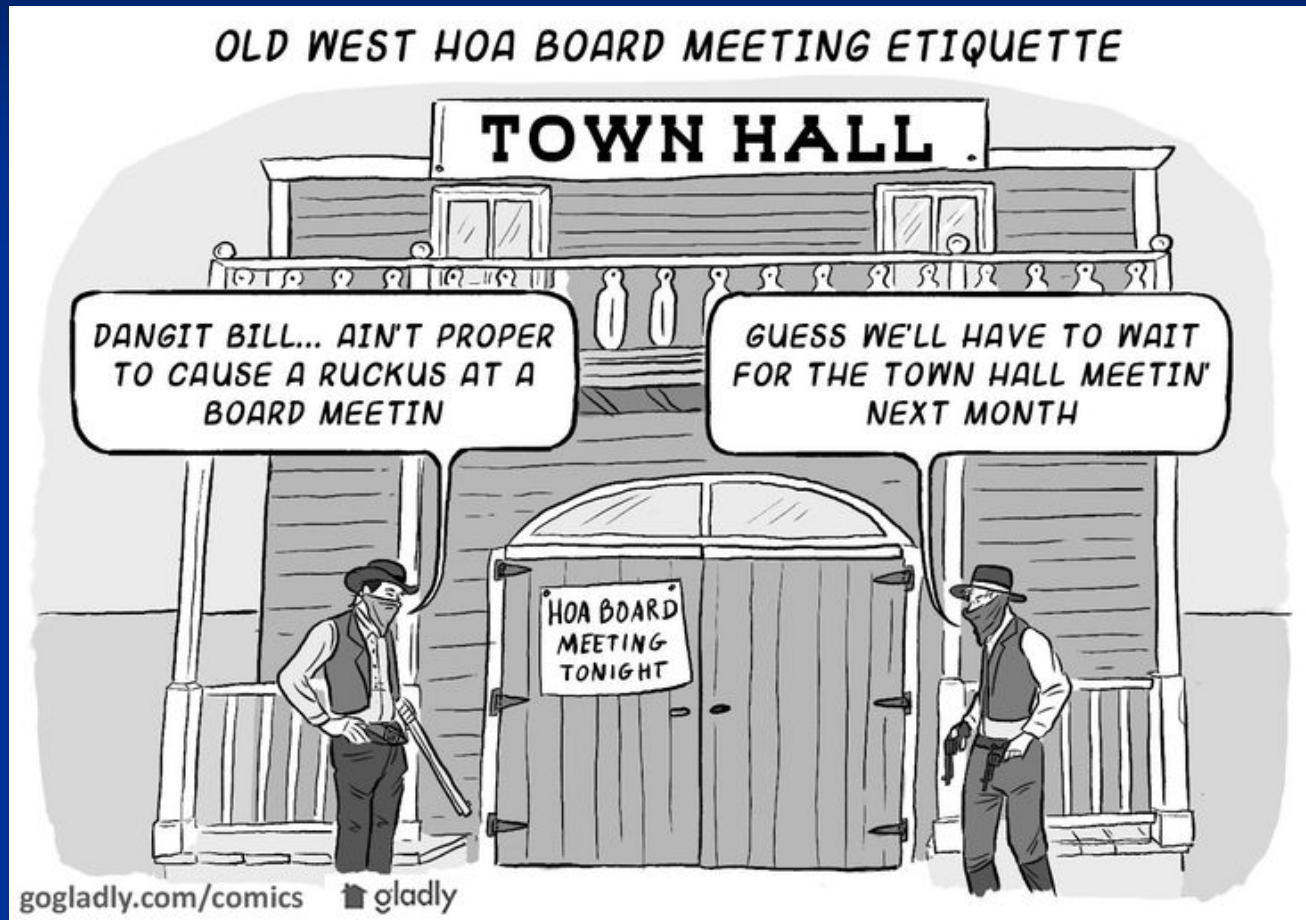
What Closed Meetings May NOT Be Used For

Closed meetings may NOT be used to:

- Approve ordinances or contracts
- Make final decisions
- Vote (except to reopen the meeting)
- Interview candidates for elected office



Conduct & Decorum



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Conduct & Decorum

The chair may maintain order by:

- Setting reasonable rules of decorum
- Warning disruptive participants

In extreme cases:

- Members or the public may be removed by a 2/3 vote
- Law enforcement may address disorderly conduct

👉 These powers should be used rarely and carefully.



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MINUTES

CS232576



MINUTES

Must Include:

- Date, time, place
 - Members present & absent
 - Substance of matters discussed
 - Record of votes
 - Names and substance of comments at public hearings
- 👉 Minutes should summarize substance—not be verbatim transcripts.



RECORDINGS

- Any person may record an open meeting if it does not interfere
- Recordings used for minutes must be kept unedited
- Closed meetings are recorded unless discussing character and competence



QUIZ

TRUE OR FALSE

All or part of an open meeting may be independently recorded by any person in attendance if the recording does not interfere with the conduct of the meeting.



Case Law Reminder

Courts consistently emphasize OPMA's purpose:

- Deliberations must occur in public
- Decisions cannot be made privately and later ratified

Transparency is the guiding principle.



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Walker v. Tooele County

(Ruling & Order) 3rd District Court, Case No. 18301487

“Tooele County (including members of the [County] Commission) and Southside engaged in **private discussions** that produced the Southside Agreement.” – (they had been doing so for 2 years)



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Anti-Evasion Rule (HB 36 – 2024)

Public bodies may not avoid OPMA by:

- Serial discussions
- Informal strategy meetings
- Electronic communications involving a quorum

Substantive action must occur in a properly noticed meeting.



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Key Takeaways

- OPMA applies to the Arts Commission
- Open meetings are the default
- Notice and agendas matter
- Transparency protects both the public and the commissioners



QUESTIONS?



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Spark The Arts Grant

Application for Funding

Application Questions/Background Information

Application Project Category (Choose one)

Non-Profit Organization

Contact Name

Sarah Reynolds

Email

[REDACTED]

Arts Discipline (choose one)

Dance

Address

[REDACTED]

Phone Number

[REDACTED]

Total Funds Requested

1312.00

Have you received City of St. George RAP Funds for the current funding cycle?

Yes

Was this Project included in your RAP Application for the current funding cycle?

No

Were any funds from your RAP Grant used for the project you're applying for?

No

If no, please explain

This was an unplanned event and not included in our budget for the current RAP Grant cycle. All funds in our RAP Grant were already allocated for other projects.

Organization Information

Organization Name

St. George Dance Company

Number of Full-Time Employees

0

Number of Part-Time Employees

0

Number Seasonal/Contract Employees

15

Number of Volunteers

20

Total Annual Attendance for Events

5504

Provide the Background of your Organization

Since 2016, St. George Dance Company has provided opportunities for audiences and dancers to engage in dance through our Community Classes, Performances and Red Rock Dance Festival. COMMUNITY CLASSES - We offer the largest selection of dance classes for adults in Southern Utah. With levels from beginning to advanced, our classes focus on dance for lifelong learning and creative expression. We are especially proud of our Restorative Ballet and Jazz catered to seniors and dancers with limited mobility. PERFORMANCES - Our story-based, collaborative performances engage a broad audience, making dance accessible to non-dancers. RED ROCK DANCE FESTIVAL- Every summer, we host a professional dance company to perform and teach a 3-day dance intensive, as well as a choreography competition that brings choreography submissions from all over the country. Participants range from pre-teen to adult dancers and come from Utah, Nevada, Colorado, Montana and is expanding every year.

Artist Information

Single Artist or Collaboration of Artists?

Collaboration

Artist Bio

Since 2016, St. George Dance Company is dedicated to making dance a vibrant and accessible art form in Southern Utah. Through captivating performances, engaging classes, and meaningful community outreach, we aim to inspire, connect, and enrich the lives of all audiences and participants.

Artist Website

<https://www.stgeorgedance.com>

Artist Bio

St. George Opera's mission is to nurture talent, provide educational and entertaining experiences, and produce quality opera productions in the Southern Utah Community.

Artist Website

<https://www.stgeorgeopera.com/>

Artist Bio

n/a

Artist Website

n/a

Narrative Questions

Name of Your Project

Hansel & Gretel

Intended Location(s) and Date(s)

Performing Arts Campus

Brief description of the project

St. George Opera has asked St. George Dance Company to choreograph 3 pieces for their upcoming production of Hansel & Gretel. We are thrilled to collaborate with the opera, especially for their first full opera since their re-opening after COVID!

The opera of Hansel & Gretel is by Engelbert Humperdinck with English lyrics by Constance Bache. St. George Opera's production of Hensel & Gretel is directed by Zephyr Olson with music direction by Dr. Rhea Miller.

The opera, set in three acts, is based on the classic Grimm brother's fairy tale of two children who get lost in a dark forest and encounter a witch. The pieces we have been asked to choreograph are Overture, Witch's Ride and Pantomime. Our choreographer (Wendi Smith & Hannah Bennett) and dancers (Hannah Bennett, Sarah Olmstead and Drew Feltner) are working closely with Zephyr and Dr. Miller to ensure their vision of the dances are fulfilled.

The show will be performed at the Performing Arts Campus in St. George on February 19-21, 2026.

The project was presented after our own season and budget were solidified and approved, so this will be an additional expense for us and not covered by our St. George City RAP Grant.

The opera does not have the budget to pay us for the pieces and as this is an unplanned, one-time project, we are seeking funding from the Spark the Arts Grant to cover our choreographer and dancer stipends.

What metrics will you use to measure the success of this project?

Audience numbers - we want as many people as possible to support St. George Opera as well as St. George Dance Company!

What other funding sources are you seeking, or have you received for this project?(In-kind contributions are allowable as a portion (up to 50%) of the required match.)

We are covering admin salaries and rehearsal studio rental from our operating budget and cash reserves. There are also 160+ hours of In-Kind Volunteer hours.

Please use this space to tell us anything else you want to say about yourself for your project. (Optional)

We are thrilled to collaborate with St. George Opera for their first full-length opera since their re-opening after COVID. We highly value opportunities to collaborate with other arts organizations in the area.

Budget Upload

SGDC - Hansel Gretel- Budget Final_36....pdf

Attach supporting documents or images here (ex: Rendering or images of a similar project, or Marketing Materials) (Optional)



By checking this box, you acknowledge that you have read the full guidelines and have answered all questions truthfully and to the best of your knowledge.

I agree

St. George Arts Commission
Spark The Arts Grant Budget

Grantee Name: **St. George Dance Company**

Project/Event Dates: February 19, 20, 21, 2026

In this column, please indicate which income or in-kind will satisfy the 1:1 match the grant requires. Please refer to the guidelines of the grant you are applying for for information on matching funds.

INCOME

	Projected Income	Actual Income (to be filled out upon project completion)
Earned Income		
Program/Project Service Revenue (admission, tuition, etc.)		
Concession/Merchandise		
Public Support		(Actual Funds Received)
Spark the Arts Grant Requested Amount	\$ 1,200.00	
Federal		
State		
County		
City (not including this request)		
Private Support		
Business/Corporate		
Foundation		
Individual		
Fundraising Events		
Applicant Cash*	\$ 1,847.00	
TOTAL INCOME	\$ 3,047.00	\$ 0.00

EXPENSES

	Projected Expenses	Actual Expenses (to be filled out upon project completion)
Personnel Expenses (Salaries)		
Administrative Salaries	\$ 1,600.00	
Consultant or Project Contract	\$ 1,200.00	
Technical Contracts (as paid on 1099)		
Other Expenses		
Program expenses (production, exhibition, materials)		
Royalties/licensing fees		
Concessions/merchandise (cost of goods sold)		
Advertising and promotion		
Facility rental/mortgage	\$ 247.00	
Facility operations and maintenance		
Office expenses and supplies		
Travel and lodging (include per diem)		
Accounting & legal fees		
Fundraising expenses		
Insurance (non-employment related)		
Grants & other amounts paid (re-granting)		
TOTAL EXPENSES	\$ 3,047.00	\$ 0.00
In-kind (x number of hours @ \$/hour)		
In-kind services (explain justification if needed)	\$ 1,160.00	
In-kind goods		
TOTAL IN-KIND	\$ 1,160.00	\$ 0.00

Budget Justification Narrative (Required)

failure to complete this narrative section will negatively affect your application score

St. George Opera has asked SGDC to choreograph 3 pieces for their upcoming production of Hansel & Gretel. The Opera does not have the budget to pay SGDC and we will not receive any revenue from ticket sales or other project revenue - we are just excited to collaborate with the Opera!.

We are requesting \$1200 from the Sparks the Arts Grant to cover a portion of our expenses. As this is not our production, our only expenses for the project are Admin Salaries, Studio Rental, Choreographer Stipends and Dancer Stipends.

The entirety of the \$1200 requested will go toward Choreographer and Dancer Stipends. Our choreographer stipend is \$300 per piece for 3 pieces (\$900). Our dancer performance stipend is \$100 per dancer for 3 dancers (\$300).

Admin Salaries and Studio Rental are covered in our operating budget and cash reserves.

In-Kind Services - Volunteer Hours: 160 hours at \$7.25 (\$1,160)

Frequently Asked Questions

What is in-kind and how do we account for it?

In-kind contributions include any non-cash support your organization receives. Panelists want to know what kind of non-monetary support you receive. Volunteer time should be included in *in-kind services* and should be accounted for at minimum wage except for professional services (such as lawyers and accountants performing legal and accounting services) which can be counted at the professional's going rate. Materials and supplies such as waived rent and utilities should be included in *in-kind goods* estimating the value your organization would otherwise need to pay. Please refer to the guidelines for more information about the 1:1 match.

***What is applicant cash?**

Applicant cash refers to the money that comes from the organization's general operating budget or reserves.

What if our income and expenses do not match?

Projected budgets should balance. Projected budgets balance because you are providing a picture of what you think you will spend and where that funding will come from, and because it is a forecast, it should match.

More questions?

Please contact the Community Arts team, artadmin@sgcity.org

Spark The Arts Grant

Application for Funding

Email *

[REDACTED]

ABOUT THE SPARK THE ARTS GRANT

The St. George Arts Commission was established by the City Council in 1990 to act as an advisory body for the cultural development of the City and to make recommendations for the disbursement of City funds in support of the arts.

PURPOSE OF THE SPARK THE ARTS GRANT

St. George Spark the Arts Grant provides funding for arts programming, arts projects, cultural activities, arts organizations, and individual artists based in St. George that benefit the citizens of St. George. Funding is appropriated yearly by the Mayor and City Council and disbursed following recommendation by the Arts Commission.

The Spark the Arts Grant is separate from the RAP Tax Grant and has separate guidelines.

RAP Recipients may apply for a Spark the Arts Grant for unique, one-time funding for projects meeting special circumstances explained below

ROLLING APPLICATION

Spark the Arts Grant Applications are accepted and reviewed on a rolling basis throughout the fiscal year.

Once an application is submitted, the Arts Commission will review and vote on the award at the next monthly meeting, provided the application is received by the 10th of the month. Applications received after the 10th will be reviewed at the following month's meeting.

Awards may be distributed until the end of the fiscal year or until the yearly allotted amount has been completely disbursed.

Eligibility, Funding Limitations, & Application Criteria

ELIGIBILITY

- Arts-Mission-Based Organizations
- Non-Profit Organizations
- Individual Artists and/or Collaboration of Multiple Artists

FUNDING LIMITATIONS

The St. George Arts Commission will not fund:

- Projects completed prior to application for funding
- Replacement funds that are normally budgeted for
- Deficits
- Travel outside of St. George City for exhibits or performances
- Re-granting for the same project/production during the current fiscal year
- For-Profit Organizations/Entities
- Funding/Requests will be capped at \$5,000.

APPLICATIONS WILL BE REVIEWED BASED ON THE FOLLOWING CRITERIA

- Only **completed applications** will be reviewed. Applications submitted that are determined to be incomplete at the time of application may be ruled ineligible for funding.
- This grant is designed to support one-time arts-based projects.
- **MATCHING FUNDS:**
 - Grant funds must be equally matched by the applicant. In-kind contributions are allowable as a portion (up to 50%) of the required match.
 - Spark the Arts funds should not be the sole source of funding received by applicant organizations. Applications that do not show matching funds will be considered incomplete and will not be accepted.
- Events may need permits and/or insurance; proof of these, if applicable, would be accepted in your application.
- Evidence of community impact through community support, public profile, breadth, and quality of programs and services.
- Evidence of planning and fiscal management.
- Evidence of intent to provide public service to citizens of St. George (not restricted to members only; open to the public).
- **RAP Recipients Special Circumstances:**
 - Your project may not have been funded in any way from your current RAP grant funds.
 - I.e., A new project that was not devised or in existence when you applied for/received RAP grant funds.

BUDGET TEMPLATE

All applicants must use the official budget template provided here: [STA Budget Template](#).

This same budget sheet will be used for your end-of-year/project reporting.
Applications submitted with different budget forms will not be reviewed.

Acknowledgements, Evaluation Form, & Other Important Information

ACKNOWLEDGEMENTS

After receipt of a grant from the St. George Arts Commission, the grantee shall give credit to the St. George Arts Commission and the City of St. George in promotion, publicity, advertising, and programs. Copies of these materials should accompany the Evaluation Report Form.

ON-SITE REVIEW

All grantees will be required to submit to the St. George Arts Commission the dates, times, and locations of their project(s) or event(s). Every effort will be made by St. George Arts Commission members to review the project. Grantees are required to admit reviewers from the St. George Arts Commission to their project(s)/event(s) free of charge. All applicants, especially first-time applicants, are invited and strongly encouraged to personally contact the Commission Members to ensure their attendance.

EVALUATION FORM

All grant recipients will be required to submit a Spark the Arts Grant Report Form to the St. George Arts Commission within thirty (30) days of project/season completion and no later than June 30 of the current grant cycle. Read through this form before initiating your project. An Evaluation Form will be available online at www.sgcityutah.gov/arts/artscommission.

QUESTIONS

For further information about the Grants Program, or if you have questions regarding preparation of your application, please call or write the Community Arts Department: 435-627-4510 or artadmin@sgcityutah.gov

City of St. George RAP Acknowledgement

Before continuing with your application, please answer the question below about whether you've received RAP funds for the current funding cycle.

Important reminder: Your project may not have been funded in any way from your current RAP grant funds. This must be a new project that was not devised or in existence when you applied for or received RAP grant funds.

Have you received City of St. George RAP Funds for the current funding cycle? *

☐ Yes

☒ No

City of St. George Rap Funds Explanation

Because you indicated that you have received RAP funds for the current funding cycle, please answer the following questions.

Was this Project you're applying for now included in your RAP Application for the current funding cycle? *

☐ Yes

☐ No

Were any funds from your RAP Grant used for the project you're applying for? *

☐ Yes

☐ No

If no, please explain

Applicant Information

Contact Full Name *

Kim Pollock

Street Address *

[REDACTED]

City *

[REDACTED]

State / Province *

[REDACTED]

Postal / Zip Code *

[REDACTED]

Phone Number *

[REDACTED]

Application Details

Arts Project Discipline *

(choose one)

- ☐ Arts Education
- ☐ Literature
- ☐ Media Arts
- ☐ Dance
- ☐ Local Arts Agency
- ☐ Music
- ☐ Natural History
- ☐ Theater
- ☒ Visual Arts
- ☐ History

Application Project Category *

(Choose one)

- ☐ Arts-Mission-Based Organization
- ☒ Individual Artists and/or Collaboration of Multiple Artists
- ☐ Non-Profit Organization

Total Funds Requested *

(enter a whole number without commas or punctuation)

5000

Non-Profit Designation

Upload Non-Profit Designation *

Please upload your proof of non-profit designation. This is an official IRS determination letter that confirms your organization's tax-exempt status under Section 501(c)(3) or another applicable section of the Internal Revenue Code.

 Add file

Organization Information

Organization Name *

Number of Full-Time Employees *

Number of Part-Time Employees *

Number Seasonal/Contract Employees *

.....

Number of Volunteers *

.....

Total Annual Attendance for Events *

.....

Provide the Background of your Organization *

Relevant details may include, but are not limited to, your organization's size and demographics served. Be as specific as possible when describing the communities you plan to engage, and clearly explain how you plan to reach these communities. Please give a rough estimate of how many people your organization serves annually.

.....

Single Artist or Collaboration of Artists? *

☐ Single

☒ Collaboration

Single Artist Information

Artist Bio *

How many years of experience? Other Projects (emphasis on collaborative works)

.....

Artist Website *

.....

Collaboration of Artists Information

If this is a collaboration of more than 3 artists, please enter up to 3 here and provide a document with the remaining artists' information in the narrative questions supporting documents file upload section.

Artist #1 Bio *

How many years of experience? Other Projects (emphasis on collaborative works)

As an avid bicyclist, local artist and resident of Zion Canyon, I was excited to receive the invitation to participate and a panel designer for the SUBA mural project.

As a professional fine artist and former graphic and web designer, my media choices and skills are approaches are wide. In my provided imagery, I have quickly collected a small sample of what I felt might be most relevant, in terms of both local subject matter, and my ability to graphically simplify complex forms as needed for a public mural project, and/or to match the overall style as dictated by the lead designer. As you can see, my successful experiences with scale range from very small (2x3 inches) to 10 feet tall.

.....

Artist #1 Website *

www.lisabenham.com

.....

Artist #2 Bio *

How many years of experience? Other Projects (emphasis on collaborative works)

STUDIO NODE is a design and development community studio in Saint George, UT that aims to give young professionals valuable skills and meaningful experience. Studio Node is community driven, and dedicated to making cool things that make an impact.

The Design Team:

Rian "Kas" Kasner

Vermont College of Fine Arts - MFA, Design

Southern Utah University - BFA, Graphic Design

Studio Lead/Design Team Lead

Previous Experience as a Muralist, 4 Years

Jordy Voss

Utah Tech University - BS, Design (Digital Design Emphasis)

Junior Designer

Jada Conklin

Utah Tech University - Student, Design (Digital Design Emphasis)

Parker Bryan

Utah Tech University - Student, Psychology

Artist #2 Website *

<https://design.utahtech.edu/design-faculty-staff/rian-kasner/#:~:text=Kasner%20leads%20Studio%20Node%2C%20the,to%20gain%20real%2Dworld%20client%20experience.&text=Utah%20Tech%20University,St.%20George%2C%20UT%2084770%20%7C>

Artist #3 Bio *

How many years of experience? Other Projects (emphasis on collaborative works)

I am a Utah-based artist working in street art–influenced illustration and caricature. My work is characterized by bold color, expressive landscapes, characters, and pop-culture references, often used to tell place-based stories in public and institutional spaces. Notable clients have been Mountain America Credit Union, Utah State University, Springville City, Vernal City, Awardco, numerous small businesses and private collectors. With St George being my home away from home I would love to participate in this project. * I have a portfolio that shows my work but your system won't allow for a PDF, happy to email this separately if you would like it. These 4 photos represent 3 large scale murals I was involved with.

Artist #3 Website *

<https://www.facebook.com/forgecottageartstudio/>

Narrative Questions

Please note: There is a 150-word limit on each question unless otherwise noted. Clarity and brevity in your answers are strongly encouraged.

Project Name *

Canyon to Canyon Mural Project

Intended Location(s) and Date(s) *

Paint a Mural on a 300' long retaining wall on the Mayor's Loop Paved shared use trail in St George. The wall is behind the Rio Plaza business plaza on Riverside Blvd. Expected completion date no later than April 15, 2026.

Brief description of the project *

The Canyon to Canyon Mural Project will transform a 300-foot retaining wall along the Mayor's Loop trail into a vibrant mural. Divided into 20 panels, each represents a 3-mile segment of the paved trail corridor connecting Snow Canyon State Park to Zion National Park.

Engaging 20 local artists, the unified design highlights regional cultural, ecological, and scenic features of our Community.

What metrics will you use to measure the success of this project? *

Our clearly defined objective is to create a vibrant mural celebrating active transportation and the scenic beauty of our area. By transforming 300 feet of concrete wall into community art, we will directly enhance the pedestrian and cyclist experience along the Mayor's Loop trail.

Measurable outcomes include: increased trail usage, improved perception of neighborhood safety and walkability, and positive community engagement through collaborative design workshops with local artist-residents. By beautifying this active transportation corridor, we encourage healthy lifestyles and support local economic vitality—studies show that attractive bike infrastructure correlates with increased foot traffic to nearby businesses.

What other funding sources are you seeking, or have you received for this project? *

(In-kind contributions are allowable as a portion (up to 50%) of the required match.)

Donations from Corporations, Organizations and Individuals.

Please use this space to tell us anything else you want to say about yourself or your project.

(Optional)

For over a decade, the Southern Utah Bicycle Alliance has worked to make bicycling safe, convenient, and inviting across our region. This mural project sits at the heart of SUBA's mission—it directly advances our goals of building connected infrastructure, promoting active transportation as a viable choice, and helping our community recognize the significant health and economic benefits that cycling brings to Southern Utah.

This project is SUBA's mission made visible.

Budget Upload *


Please use the provided budget template found at the beginning of this application and on the Arts Commission website. Applications submitted with different budget forms will not be reviewed.


 AC STA Budget T...


 Add file

Attach supporting documents or images here

(ex: Rendering or images of a similar project, or Marketing Materials) (Optional)

 Artist Bios for M...

 Mural Project Sta...

 Mural Flyer - Kim...

 2025-06 Wall Pic...

 Add file

Submission Page

By checking this box, you acknowledge that you have read the full guidelines and have answered all questions truthfully and to the best of your knowledge.

*

☒ I agree

Please note: Once you submit your application, you will not be able to make any changes. Be sure to review all your answers and uploaded materials carefully before submitting.

This form was created inside of City of St. George.

Google Forms

St. George Arts Commission
Spark The Arts Grant Budget

Grantee Name: **Southern Utah Bicycle Alliance (SUBA)**

Project/Event Dates: 1/1/26 - 5/1/26

In this column, please indicate which income or in-kind will satisfy the 1:1 match the grant requires. Please refer to the guidelines of the grant you are applying for for information on matching funds.

INCOME

	Projected Income	Actual Income (to be filled out upon project completion)
Earned Income		
Program/Project Service Revenue (admission, tuition, etc.)	\$ 0.00	
Concession/Merchandise	\$ 0.00	
Public Support		(Actual Funds Received)
Spark the Arts Grant Requested Amount	\$ 5,000.00	
Federal	\$ 0.00	
State	\$ 0.00	
County	\$ 0.00	
City (not including this request)	\$ 0.00	
Private Support		
Business/Corporate	\$ 12,000.00	
Foundation	\$ 16,000.00	
Individual	\$ 10,000.00	
Fundraising Events	\$ 0.00	
Applicant Cash*	\$ 0.00	
TOTAL INCOME	\$ 43,000.00	\$ 0.00

Used for Match
Used for Match
Used for Match

EXPENSES

	Projected Expenses	Actual Expenses (to be filled out upon project completion)
Personnel Expenses (Salaries)		
Administrative Salaries	\$ 0.00	
Consultant or Project Contract	\$ 0.00	
Technical Contracts (as paid on 1099)	\$ 13,000.00	
Other Expenses		
Program expenses (production, exhibition, materials)	\$ 500.00	
Royalties/licensing fees	\$ 0.00	
Concessions/merchandise (cost of goods sold)	\$ 0.00	
Advertising and promotion	\$ 4,000.00	
Facility rental/mortgage	\$ 0.00	
Facility operations and maintenance	\$ 0.00	
Office expenses and supplies	\$ 10,000.00	
Travel and lodging (include per diem)	\$ 0.00	
Accounting & legal fees	\$ 0.00	
Fundraising expenses	\$ 0.00	
Insurance (non-employment related)	\$ 300.00	
Grants & other amounts paid (re-granting)	\$ 0.00	
Excess Funds Donations (if any) to SUBA and Artists	\$ 15,200.00	
TOTAL EXPENSES	\$ 43,000.00	\$ 0.00
In-kind (x number of hours @ \$/hour)		
In-kind services (explain justification if needed)	\$ 2,000.00	
In-kind goods	\$ 0.00	
TOTAL IN-KIND	\$ 2,000.00	\$ 0.00

Budget Justification Narrative (Required)

failure to complete this narrative section will negatively affect your application score

This budget reflects the costs associated with the creation of a 300-foot mural along the Mayor's Loop, a paved shared-use trail in St. George, Utah. The project brings together 20 local artists, each responsible for designing and painting an individual 15' panel. Collectively, the panels will visually interpret and celebrate different segments of the existing and planned regional trail system connecting Snow Canyon and Zion Canyon.

Southern Utah Bicycle Alliance (SUBA), a 501(c)(3) non-profit organization, will actively solicit financial support from corporations, nonprofit organizations, and individual donors to sponsor individual panels of the mural. Sponsorship funds will be applied directly to offset project-related expenses, including artist compensation, materials, surface preparation, coordination, and administrative costs associated with delivering a high-quality public art installation.

Each participating artist is guaranteed a minimum compensation of \$400 per panel, ensuring fair payment for their time, skill, and creative contribution. Upon completion of the project and payment of all expenses, any remaining surplus funds will be distributed equitably, with 50% retained by SUBA to support its mission and future programming, and 50% distributed evenly among the participating artists.

The mural project is designed to both enhance the aesthetic experience of the trail and strengthen community engagement by supporting local artists, promoting active transportation, and highlighting the natural and recreational assets of the region.

Our project website (<https://mural.southernutahbicyclealliance.org/>) was developed as an In-Kind donation by SUW Design of St George.

Frequently Asked Questions

What is in-kind and how do we account for it?

In-kind contributions include any non-cash support your organization receives. Panelists want to know what kind of non-monetary support you receive. Volunteer time should be included in *in-kind services* and should be accounted for at minimum wage except for professional services (such as lawyers and accountants performing legal and accounting services) which can be counted at the professional's going rate. Materials and supplies such as waived rent and utilities should be included in *in-kind goods* estimating the value your organization would otherwise need to pay. Please refer to the guidelines for more information about the 1:1 match.

***What is applicant cash?**

Applicant cash refers to the money that comes from the organization's general operating budget or reserves.

What if our income and expenses do not match?

Projected budgets should balance. Projected budgets balance because you are providing a picture of what you think you will spend and where that funding will come from, and because it is a forecast, it should match.

More questions?

Please contact the Community Arts team, artadmin@sgcity.org