

WASHINGTON COUNTY RAP ADVISORY BOARD
MEETING MINUTES, JULY 21, 2015

Chairman Gary Sanders called the RAP Advisory Board to order at 12:00 PM on Tuesday, July 21, 2015, in the Planning Commission Conference Room of the Washington County Administration Building, 197 E. Tabernacle St., St. George, UT 84770. Those in attendance were: RAP Advisory Board; Gary Sanders, Summer Robertson, Todd Jones, Douglas Caputo, Clyde Johnston and Richard Kohler (via Telephone). Others in attendance included Commissioner Victor Iverson, County Administrator Dean Cox, Deputy County Attorney Eric Clarke, Clerk/Auditor Kim Hafen, Internal Auditor Trevor Coombs and Deputy County Clerk Cheyenne W. Bentley.

RAP Board member Allison Hunt was excused from the meeting as she was out of town.

WELCOME: CHAIRMAN GARY SANDERS

Chairman Gary Sanders welcomed everyone in attendance.

CONSIDERATION OF BOARD MINUTES

Chairman Sanders mentioned that board member Douglas Caputo's name was omitted from the list of those present at the July 7th meeting. It was recommended to add his name, as he was present.

MOTION: Motion by Clyde Johnston to approve the Minutes from July 7, 2015 with the recommended change. Motion seconded by Todd Jones and carried by unanimous vote.

CONSIDERATION OF FINAL APPLICATION DRAFT

There are a few updates that need to be made to the application before it can be considered for final approval. Due to the need for final board approval before the upcoming Commission meeting on August 4, 2015, the Board will hold a special meeting on July 28th to approve the final application draft.

ONLINE APPLICATION UPDATE

Board Member Summer Robertson presented the online application that she and County Webmaster Gavin Joaquin have been working on. There were several updates that were suggested at the previous meeting that are not yet reflected on the test site. Applicants will have the capability of uploading 20 MB of data, which will be used for their 501-C3 proof and other documentation. At this time, printing and updating is not functioning but will be at a future date. Additional steps have been added to make it clear to applicants how to complete the application.

Ms. Robertson distributed the budget template to the Board Members and explained how it will be incorporated on the website. She reiterated that digital signatures are included on the bottom of the application. Once the discussed edits are reflected on the website, Ms. Robertson will send out the link for the Board Members to view and explore the site.

She went on to say that once all the applications have been submitted, the board will need a 'back end' into the program to evaluate and grade each of the applications. Ms. Robertson distributed a handout that explained how the Division of Arts of Museums reviews the applications they receive. She explained that it is important as they move forward to keep in mind how they would like to evaluate the applications so that Mr. Joaquin will be able to build the 'back end' program accordingly.

Ms. Robertson contacted Division of Arts and Museums who stated that they purchased software specifically used for grading grant applications. She mentioned it may be beneficial to consider purchasing a program for Mr. Joaquin to adapt specifically to the Board's needs. The Board discussed the possibility of the 'back end' to the website not being complete in time for the first application deadline. If that is the case, hard copies of the applications will be printed and reviewed by the board.

(See attached handouts)

DISCUSSION OF HERITAGE CHOIR & TUACAHN SUPPORT REQUEST

Mr. Sanders suggested encouraging Heritage Choir along with Tuacahn to wait until the application process has begun to submit requests for funding. He stated he would reply to Heritage Choir's original e-mail to explain the application process and when they will be able to apply.

Commissioner Victor Iverson explained that Tuacahn is the number two (2) economic driving force in Washington County. He went on to say the Tuacahn is in need of several upgrades as well as funding for building a new Art Center. He explained that through several discussions with the Commission, a plan for Tuacahn's future funding needs has been outlined. He stated that a twenty (20) year maturity bond is planned for Tuacahn and he would like the board to consider recommending \$125,000 from the 15% RAP tax funding be awarded to Tuacahn per year. He went on to say that an additional \$200,000 would be pledged from the County's hotel tax fund. Along with that contribution, he hoped the cities would also make a commitment to Tuacahn from their RAP proceeds for a total of \$400,000 per year being awarded to them.

County Administrator Dean Cox explained that due to the RAP tax being established for only a guaranteed term of ten (10) years, if the renewal of the RAP tax does not pass, the County will be responsible for the remaining ten (10) years of the bond. He went on to say that the County feels Tuacahn is a solid investment, and it is important that it remain viable.

Commissioner Iverson suggested inviting Tuacahn to attend one of the RAP meetings to present their ideas to the Board as well as give the Board an opportunity to inquire in detail how the funding would be beneficial to the community. He also mentioned organizing a site visit to Tuacahn as this would be a good way to see firsthand where allocated funds would be going. Clyde Johnston stated it would only be appropriate to tour Tuacahn after receiving their application.

The Board will take Commissioner Iverson's suggestions into consideration and will evaluate Tuacahn as their application is received.

DISCUSSION OF LOGO DESIGN

Mr. Sanders presented a PowerPoint presentation reviewing the three (3) previously presented logos, as well as RAP logos from across the State.

(See attached PowerPoint Presentation)

He mentioned the possibility of advertising for a competition to create a RAP logo. Richard Kohler suggested relaxing the time frame for when the logo was due, to advertise for a logo creation competition. It was also mentioned that this may be a good way to spread awareness of the RAP tax.

It was then put to a vote among the board members to decide whether they would like to advertise for a competition. The majority of the board voted against a competition. It was then discussed to select one of the original three (3) logos. The board agreed on logo design number two (2) but would like to incorporate a few elements from the other two designs. The final logo will be presented at a later date.

MOTION: Motion by Clyde Johnston to select original logo option number two (2) with recommended enhancements. Motion seconded by Todd Jones and carried by unanimous vote.

SCHEDULING OF INFORMATIONAL SESSION DATES

The Board would like to host informational sessions for applicants to attend, to address questions they have regarding the application process.

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There were a few dates previously mentioned but due to conflicts with the upcoming Commission meeting, the informational sessions are now scheduled for August 18, 2015, at 12:00 PM and September 1, 2015, at 5:30 PM in the Conference Room of the Administration Building, 197 E. Tabernacle, St. George, UT.

SCHEDULING OF NEXT MEETING

Next Scheduled RAP Meeting: July 28, 2015

Having no other business, the RAP Advisory Board Meeting was adjourned at 1:15 PM.

CHEYENNE W. BENTLEY
DEPUTY COUNTY CLERK

GARY SANDERS
CHAIRMAN