



VINEYARD
STAY CONNECTED

**NOTICE OF A REGULAR
ARCH COMMISSION MEETING
August 21, 2025, at 5:30 PM**

PUBLIC NOTICE is hereby given that the Vineyard ARCH Commission will hold a regularly scheduled ARCH Commission meeting on Thursday, August 21, 2025, at 5:30 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT.

- 1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE**
- 2. CONSENT ITEMS**
 - 2.1. Approval of May 14, 2025 ARCH Commission Minutes**
- 3. STAFF AND COMMISSION REPORTS**
 - 3.1. Report from Event Manager Anna Nelson**
 - 3.2. Reports for ARCH**
 - Art**
 - Recreation and Parks:**
 - Brian Vawdrey**
 - Culture**
 - Heritage**
- 4. BUSINESS ITEMS**
 - 4.1. ARCH Grant Update**
 - 4.2. 2025 Vineyard Days Review**
 - 4.3. ARCH Grant Policy and Procedure Manual Update**
 - 4.4. Art Presentation - Jordan Christensen with The Utah Symphony**
- 5. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS**
 - 5.1. September Day of Service, Patriot Day, BOO-A-PALOOZA**

6. ADJOURNMENT

The next meeting is on September 18th 2025

This meeting may be held in a way that will allow a board member to participate electronically.

The public is invited to participate in all ARCH Commission meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Anna Nelson at least 24 hours prior to the meeting by calling (801) 226-1929 or emailing her at annan@vineyardutah.org.

The foregoing notice and agenda were posted on the Utah Public Notice Website and Vineyard Website, posted at the Vineyard City Hall, delivered electronically to city staff and each member of the ARCH Commission.

8/20/205

**AGENDA NOTICING COMPLETED
ON:**

CERTIFIED (NOTICED) BY:

Anna Nelson
Special Events Manager



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: August 21, 2025

Agenda Item: Approval of May 14, 2025 ARCH Commission Minutes

Department:

Presenter:

Background/Discussion:

Fiscal Impact:

Recommendation:

Sample Motion:

"I move to approve the May 14th 2025, minutes."

Attachments:

1. Minutes



**MINUTES OF A REGULAR VINEYARD
ARCH COMMISSION MEETING**

City Council Chambers
125 South Main Street, Vineyard, Utah
May 15, 2025, at 6:00 PM

Present

Chair Jarom Sidwell
Commission Member Elisabeth Shelley
Commission Member Daniel George
Commission Member Brooke Meyer

Absent


Vice-Chair Sherrie Kaye Miller
Commission Member Bronson Tatton
Commission Member Aljay Fuimaono
Commission Member Kyle Reyes

Staff Present

Parks and Recreation Director Brian Vawdrey, Event Manager Anna Nelson, Parks and Recreation Assistant Zoe Pedersen


REGULAR SESSION

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

 Chair Sidwell opened the meeting at 6:15pm. Commission Member Shelley led the commission in the pledge of allegiance.


2. CONSENT ITEMS

2.1. Approval of the April 16th, 2025 ARCH Commission Meeting Minutes


 **MOTION: COMMISSION MEMBER SHELLEY CALLED THE MOTION. COMMISSION MEMBER GEORGE SECONDED THE MOTION. CHAIR SIDWELL VOTED YES. THE MOTION CARRIES.**

3. BUSINESS ITEMS

3.1. Update on ARCH Grant Rewarding

 Event Manager Anna Nelson stated that the ARCH Grant Awards were approved by the City Council. The only difference between the requests made by the commission is the Vineyard Heritage Foundation needs to be approved by the Planning Department, before any further progress is made.

3.2. Update on Vineyard Days


 Event Manager Anna Nelson presented the Vineyard Days schedule. The schedule consisted of a day-to-day breakdown of events throughout the city. Event Manager Anna Nelson also presented the event maps of where activities will be held. Chair Sidwell and Event Manager Anna Nelson discussed implementing wagon floats to the Vineyard Days Parade.

4. STAFF AND COMMISSION REPORTS

4.1. Event Manager Anna Nelson Staff Report


 Event Manager Anna Nelson spoke on Bike Month during the entire month of May. The schedule consisted of week-by-week events throughout Vineyard.

4.2. Parks and Recreation Director Brian Vawdrey Staff Report

 Parks and Recreation Director Brian Vawdrey presented staff updates of new employees, Karlee Pyne the Recreation Intern. Shade Sails will be going up on Monday. Tennis courts and basketball courts will be resurfaced in the next couple weeks. Splash Pad will open on May 24th and stay open until Labor Day. Parks and Recreation received a \$18,000 grant for shaded park benches. Event updates: 150 volunteers at Bunny Hop Egg Drop with 25,000 eggs. Earth Day event had 70 volunteers planting 3,000 along the Utah Lake Shoreline. Parks and Recreation will be implementing concessions/food truck opportunity at parks. Event Manager Anna Nelson showed how to purchase the park benches online. Commission Member Meyer asked about the volleyball court. Parks and Recreation Director Brian Vawdrey gave updates on the backup of permits.

5. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS

5.1. Event Manager Anna Nelson will present upcoming events

 Event Manager Anna Nelson described the July 1st event for Independence Day. Potentially firework shows and DJ. Anna Nelson went over to the movies in the park that will happen throughout the summer. Chair Sidwell asked Parks and Recreation Assistant Zoe Pedersen to send an email with action items for the ARCH Commission to accomplish before the next meeting. Patriot Day will be held around September 11th. October 2nd there will be a Purple Ribbon Walk.

6. ADJOURNMENT

 **MOTION: CHAIR SIDWELL CALLED THE MOTION. COMISSION MEMBER SHELLEY SECONDED THE MOTION. COMMISSION MEMBER GEORGE VOTED YES. COMMISSION MEMBER MEYER VOTED YES. THE MOTION CARRIES.**

- 5
- 6 The next meeting is on June 26, 2025_____.
- 7
- 8 This meeting may be held in a way that will allow a board member to participate electronically.
- 9
- 10 The public is invited to participate in all ARCH Commission meetings. In compliance with the
- 11 Americans with Disabilities Act, individuals needing special accommodations during this
- 12 meeting should notify Anna Nelson at least 24 hours prior to the meeting by calling (801) 226-
- 13 1929 or emailing her at annan@vineyardutah.org.
- 14
- 15 The foregoing notice and agenda were posted on the Utah Public Notice Website and Vineyard
- 16 Website, posted at the Vineyard City Hall, delivered electronically to city staff and each member
- 17 of the ARCH Commission.

**AGENDA NOTICING COMPLETED
ON:**

CERTIFIED (NOTICED) BY:

Anna Nelson
Special Events Coordinator



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: August 21, 2025
Agenda Item: ARCH Grant Update
Department: Parks and Recreation
Presenter: Anna Nelson

Background/Discussion:

The 2024–2025 ARCH Grants were awarded in late June to four groups: Vineyard Parks and Recreation, Vineyard Youth Council, Vineyard Heritage Foundation, and Culture Fire.

Event Manager Anna Nelson will share an update on each group’s progress with their grant projects.

Fiscal Impact:

\$35,000 was awarded

Recommendation:

Sample Motion:

Attachments:

None



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: August 21, 2025
Agenda Item: 2025 Vineyard Days Review
Department: Parks and Recreation
Presenter: Anna Nelson

Background/Discussion:

Anna Nelson will present a recap of Vineyard Days, including highlights and key takeaways from the event. She will then invite the ARCH Commission to share feedback and participate in a brainstorming discussion to help shape and improve future Vineyard Days celebrations.

Fiscal Impact:

Recommendation:

Sample Motion:

Attachments:

1. Vineyard Days Number

Vineyard Days

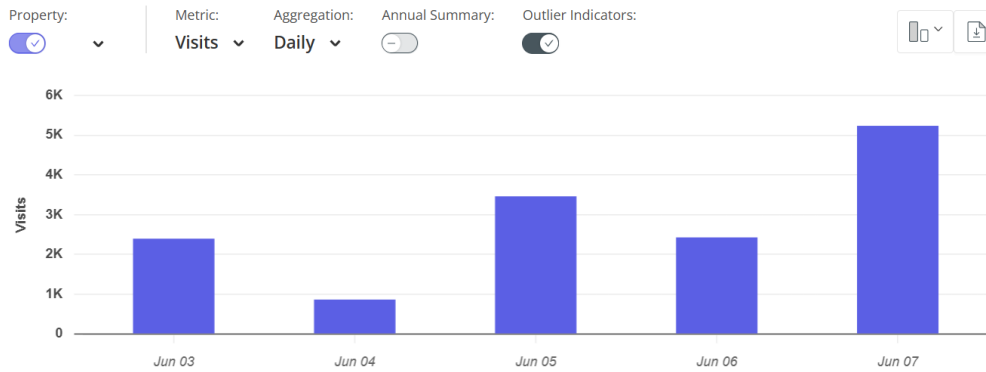
Income:

Farmers Market	\$650
Vendor Show	\$3,525
Food Trucks	\$1,200
Interactive Rides	-4975.35

Number of people:

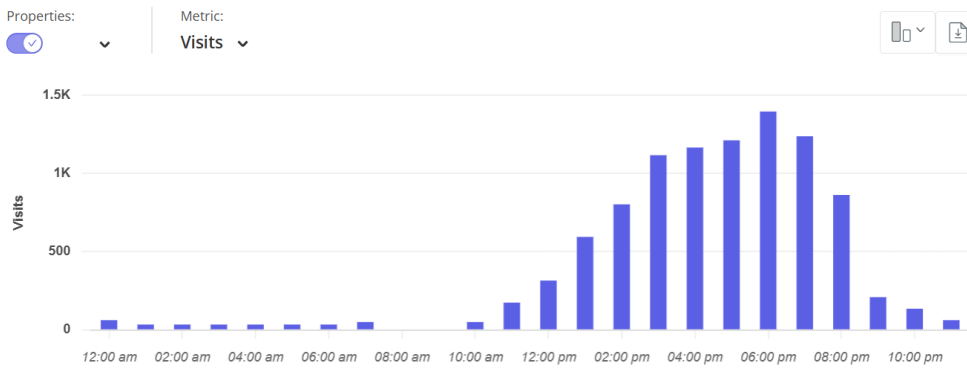
Tuesday – Saturday Grove Park

Visits Trend ?

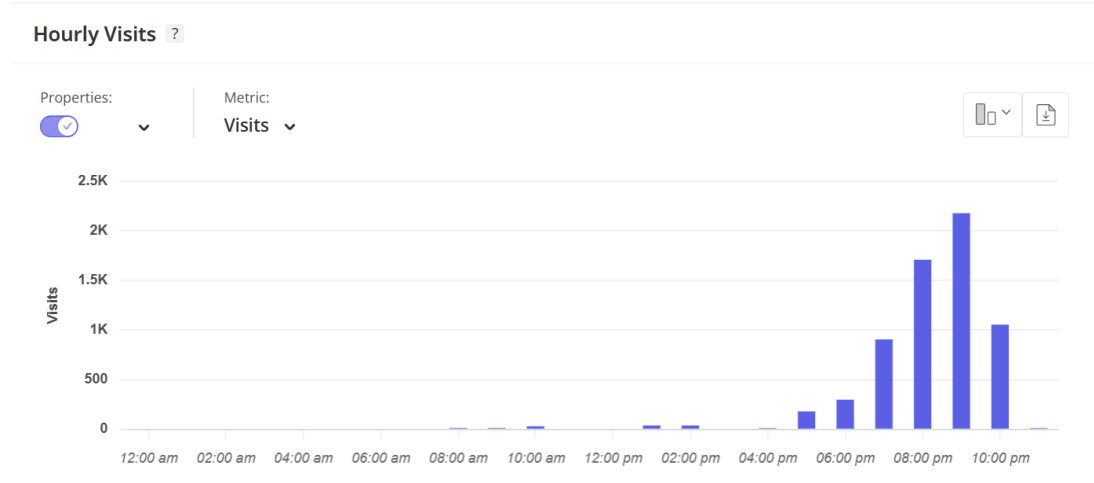


Thursday June 5th – Grove Park

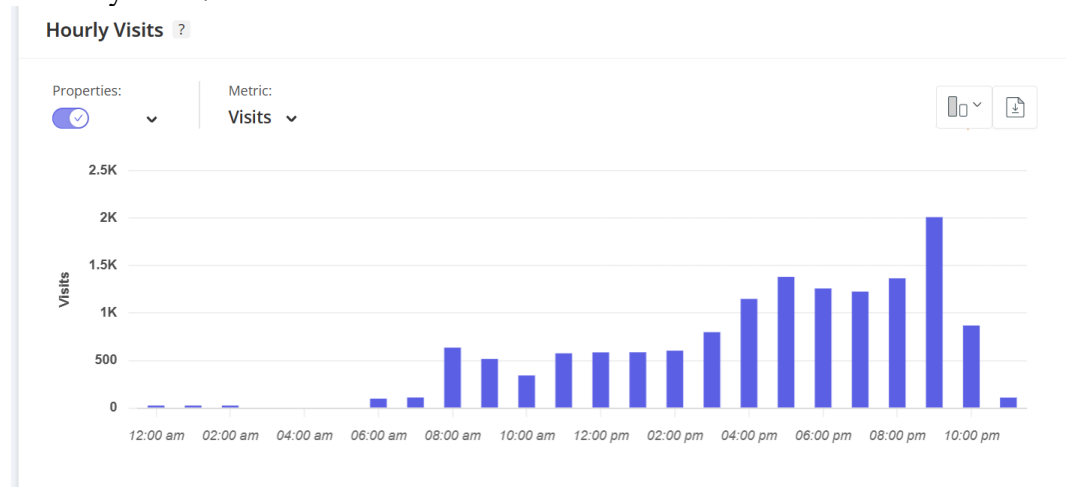
Hourly Visits ?



Friday June 6th – Sunset Beach Park(3,000 total)



Saturday June 7th – Grove Park -





VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: August 21, 2025

Agenda Item: ARCH Grant Policy and Procedure Manual Update

Department:

Presenter: Anna Nelson

Background/Discussion:

Review and vote on proposed updates to the ARCH Grant Policy and Procedure Manual. The update includes adjusting the program's annual timeline by consolidating two application cycles into one annual cycle.

Fiscal Impact:

Recommendation:

Sample Motion:

"I move to approve the changes to the ARCH Grant Policy and Procedure Manual as presented."

Attachments:

1. ARCH Grant Policy and Procedure 2025 Updates



VINEYARD
STAY CONNECTED

Vineyard City ARCH Grant Program Policy & Procedure Manual

ARCH Grant Program Overview

Background

In November of 2019, a majority of Vineyard City voters approved the RAP Tax. The RAP tax went into effect on April 1, 2020 and will last for 10 years. The November 2029 General Election will include a ballot proposition to continue the RAP Tax for the next ten years.

The RAP tax provides additional funding for the community. One tenth of one percent of the City's sales tax goes to fund community improvements such as, but not limited to City owned cultural or recreational facilities, private nonprofit cultural organizations, a qualifying facility within the geographic area of an entity that is a party to interlocal agreement with the City, and ongoing operating expenses of a City owned recreational facility.

In February of 2023, The ARCH Commission was created by the City Council and one of the commission's duties is to review grant applications for a portion of RAP tax funding. The board consists of 4 volunteer citizens of Vineyard City and one at-large representative who gives their recommendation to the City Council on funding requests.

Eligibility

In order to qualify for RAP tax funds, an organization must:

1. Be a 501(c)(3) nonprofit organization, or a city funded recreation, arts, event or cultural program or facility.
2. Qualifying 501(c)(3) nonprofit organization must:
 1. Have, or commit to have, a significant presence in Vineyard City; and
 2. Have as a primary purpose the advancement and/or preservation of natural history, art, music, theater, dance, heritage or cultural arts.

RAP Tax funds can be used for a variety of projects and programs, in accordance with Utah State Code 59-12-1402 and Vineyard City Code 4.14.



VINEYARD

STAY CONNECTED

Funding may be used to support municipal or nonprofit 501(c)(3) organizations providing programs such as, but not limited to:

Arts Festivals

Heritage and Culture Programs or Projects

Theater Groups

Bands

Museums

Certain Capital Improvements Projects

Events

Recreation Facilities

Library

Trails/Bike Paths

Playing Fields/Courts

Only one application will be accepted per organization in each application window.

Funding Limitations:

RAP funds are governed by state code and have limitations on their use. RAP funds granted to organizations may not be used for capital construction expenses, payments into an endowment fund, expenditures for programs outside of Vineyard, activities not available to the general public, political lobbying, fundraising expenses related to capital or endowment campaigns, or for other expenses not related to the organization's primary cultural purpose or directly related to or for the direct benefit to the residents of Vineyard City.



VINEYARD

STAY CONNECTED

RAP grant funding for organizations may not be used for the following expenditures:

- Accumulated deficits or debt retirement;
- Public Schools and/or school programs or hiring of temporary or permanent staff in any school or school system;
- Lobbying Expenses;
- Scholarships, purchase awards or cash prizes;
- Non-arts related magazines or newspapers;
- Broadcasting network or cable communications systems;
- Performances, events or activities that take place outside of Vineyard City;
- Activities intended primarily for fundraising;
- Social service programs;
- Fireworks;
- Rodeos;
- Activities that are primarily religious in purpose;
- Start-up organizations;
- Private Foundations.

Projects or programs must directly benefit the Vineyard community, aligning with the specific needs and interests of local residents. Funding cannot be used for improvements to the 501(c)(3) organization itself, but must be dedicated to programming or initiatives that serve the Vineyard community.



VINEYARD
STAY CONNECTED

ARCH Grant Application Process

ARCH Grant Program Annual Timelin

Fall Application

~~July 1st—August 15th Applications open~~

~~August 15th—September 15th Presentation by Applicant to ARCH Commission~~

~~September—October Reviewed by ARCH Commission and recommended to City Council~~

~~October—November Project Funding Awarded~~

~~November—December RAP Tax Funds Distributed~~

Spring Application

~~February 1st—March 15th Application opened for grant funding~~

~~March 15th—April 15th Presentation by Applicant to ARCH Commission~~

~~April—May Reviewed by ARCH Commission and recommended to City Council~~

~~May—June Project Funding Awarded~~

~~June: RAP Tax Funds Distributed~~

~~September 1 – November 15th: Application opened for grant funding~~

~~November ARCH Commission Meeting: Presentation by Applicant to ARCH Commission~~

~~January – February: Reviewed by the ARCH Commission and recommended to City Council~~

~~February – March: Project Funding Awarded~~

~~March: RAP Tax Funds Distributed~~



VINEYARD

STAY CONNECTED

General Guidelines

1. All requests for Vineyard City RAP Tax funds must be submitted via an application provided by the ARCH Grant Program. Applications are available each year starting May 1. The ARCH Grant Program may revise the attached application prior to making it available each year.
2. All applications must be submitted prior to the application deadline. Late applications will not be considered. Applications will be received 2 times per year, The first application cycle opens July 1st and the second February 1st.
3. The ARCH Commission will review every application, and accompanying material, and shall identify and recommend which grants the City Council should approve via majority vote. Applicants may be required to make a presentation and discuss the merits of their proposals in front of the ARCH Commission and/or City Council.
4. The ARCH Commission will provide notice to applicants regarding their recommendations to the City Council and the City Council's final decisions on distribution of funds to be received. Those applicants who were disqualified or denied funding will also be notified.
5. The ARCH Program Grant funds are not an entitlement. Filling out an application does not guarantee that any funds will be awarded
6. The Vineyard City Council shall make all final determinations as to the amount of RAP tax funds to be distributed to each entity or organization



VINEYARD

STAY CONNECTED

7. The fact that a particular project, facility, or organization has previously received RAP tax funds does not guarantee that it will receive subsequent funding unless so authorized in the original grant
8. Grant funds may be provided to publicly owned and operated facilities, all facilities must be located in Vineyard or within the boundaries of an inter-local agreement with Vineyard City.

Award Recipient Requirements

After the City Council approves the final annual RAP tax funding distribution list through the budget process, each recipient receiving a grant shall:

1. Enter into an agreement with the City prior to receiving funds. Said contract shall include:
 - A detailed planned use schedule of expenditures
 - A beginning and end date for the project, if applicable.
 - A provision allowing for Vineyard City to verify all application information and use of funds information
2. The required agreement must be executed within 30 days of the City Council approving the RAP Tax funds. RAP Tax funds will be disbursed in accordance with the City's fiscal year (July 1- June 30). Distribution of funds will be at the discretion of the City. Organizations who do not expend all their grant funds by the following fiscal year shall return any unused portion of the grant to the City by June 30th, unless otherwise determined by the City.
3. Ensure that all promotional items, programs, publications, performances and other printed materials include the ARCH logo or other language required by the ARCH Grant Program supplied by the City.
4. Provide itemized expenses in a year-end report (compliance report). The report must be received by the 2nd Tuesday in June. If the report is not received grant funds will be required to be returned and the grant applicant will no longer be eligible for future Vineyard City grants.
5. Future grant funding may be withheld due to inadequate and incomplete reports.



VINEYARD

STAY CONNECTED



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: August 21, 2025

Agenda Item: Art Presentation - Jordan Christensen with The Utah Symphony

Department:

Presenter: Jordan Christensen

Background/Discussion:

Jordan from the Utah Symphony will present opportunities for the Symphony or a brass ensemble to participate in Vineyard events, helping bring more art and music to the community. The ARCH Commission will also brainstorm ideas for incorporating additional performances into future city events.

Fiscal Impact:

Recommendation:

Sample Motion:

Attachments:

None