

REDEVELOPMENT AGENCY OF CENTERVILLE CITY AGENDA

NOTICE IS HEREBY GIVEN THAT THE REDEVELOPMENT AGENCY OF CENTERVILLE CITY WILL HOLD A PUBLIC MEETING AT 9:00 P.M. ON TUESDAY, DECEMBER 15, 2015 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL CHAMBERS, 250 NORTH MAIN, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the Centerville Redevelopment Agency Board may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours notice prior to the meeting.

Tentative
Time:

9:00 A. NEW BUSINESS

- 1. MINUTES REVIEW AND ACCEPTANCE**
December 1, 2015 RDA/ACB meeting minutes
- 2. Consider funding for fencing on pedestrian bridge and along Parrish Lane**
- 3. Approve funding for betterments related to 1250 West/Parrish Lane traffic signal project**

B. ADJOURNMENT

Steve H. Thacker
Executive Director

REDEVELOPMENT AGENCY OF CENTERVILLE CITY AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REDEVELOPMENT AGENCY OF CENTERVILLE MEETING AT 9:00 PM ON DECEMBER 15, 2015 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, or may read this memo on the City's website: <http://centerville.novusagenda.com/agendapublic>.

Tentative - The times shown below are tentative and are subject to change during the meeting.

Time:

A. NEW BUSINESS

1. Minutes Review and Acceptance
December 1, 2015 RDA/ACB meeting minutes
2. Consider funding for fencing on pedestrian bridge and along Parrish Lane
3. Approve funding for betterments related to 1250 West/Parrish Lane traffic signal project

B. ADJOURNMENT

Steve H. Thacker
Executive Director

**CENTERVILLE
RDA MEETING
Staff Backup Report
12/15/2015**

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By:

Scheduled Time:

SUBJECT

December 1, 2015 RDA/ACB meeting minutes

RECOMMENDATION

BACKGROUND

Upon approval by the RDA Board, the minutes will be emailed to the ACB members from Bountiful City for their approval.

ATTACHMENTS:

Description

- December 1, 2015 RDA/ACB meeting minutes

PRELIMINARY DRAFT

Minutes of the Redevelopment Agency of Centerville City/Davis Center for the Performing Arts Administrative Control Board meeting held Tuesday, December 1, 2015 at 5:30 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Ken Averett, RDA of Centerville City, ACB Secretary
Paul Cutler, RDA of Centerville City Chair, ACB Chair, Centerville Mayor
Tamilyn Fillmore, RDA of Centerville City
John T. Higginson, RDA of Centerville City Vice Chair/ACB Vice Chair
Stephanie Ivie, RDA of Centerville City
John Marc Knight, ACB Board Member, Bountiful City Council (left at 6:26 p.m.)
Lawrence Wright, RDA of Centerville City, ACB Board Member

MEMBER ABSENT

John Pitt, ACB Board Member, Bountiful City Council

STAFF PRESENT

Steve Thacker, RDA Executive Director
Lisa Romney, Centerville City Attorney
Jacob Smith, Management Assistant
Jansen Davis, CPT Executive Director
Katie Rust, Recording Secretary

STAFF ABSENT

Blaine Lutz, Centerville Finance Director

MINUTES REVIEW AND ACCEPTANCE

The minutes of the October 20, 2015 RDA/ACB meeting were reviewed. ACB Board member Knight made a **motion** to approve the minutes. Vice Chair Higginson seconded the motion, which passed by unanimous combined vote of the RDA and ACB (7-0).

AMENDMENTS TO OPERATING LEASE

In their April 2015 meeting, the RDA/ACB directed staff to prepare amendments to the Lease Agreement to accomplish the following: 1) create a Capital Projects Reserve Fund (CRF); and 2) change the due date for the annual audited financial statements from 120 days to 150 days following close of the CenterPoint Theatre (CPT) fiscal year. The need for a CRF became apparent at the end of 2014 when CPT management expressed a desire to use some of the donated funds to construct a partition at the west end of the mezzanine. As a temporary solution, CPT was allowed to deposit those funds into the Maintenance Reserve Fund (MRF) for later use in 2015, but the RDA/ACB agreed in April 2015 that it would be appropriate to create a third reserve fund – in addition to the MRF and ORF (Operations Reserve Fund) – to hold funds designated for specific capital projects. Steve Thacker, RDA Executive Director, explained that regular monthly rent will continue to go to the Theater Reserve Fund (TRF), controlled by the RDA. The Operating Lease amendment would allow CPT to place surplus revenues in the CRF instead of becoming variable rent after caps in the MRF and ORF are reached, to save for capital projects and enable projects to take place across fiscal years. Chair Cutler and ACB Board member Knight both commented they suspect CPT will not be at the variable rent stage for quite some time. Jan Davis, CPT Executive Director, stated that, although the CRF would be controlled by CPT, the CPT Board has a desire to work with the RDA/ACB on individual projects. Director Wright expressed a desire for a clear separation between the 501(c)(3) (CPT) and the owner of the property (the City). He said he feels strongly that the property owner should make the decisions regarding physical capital improvements. Mr. Davis clarified that

PRELIMINARY DRAFT

RDA/ACB Board of the Davis Center for the Performing Arts
Minutes of Meeting of December 1, 2015

Page 2

1 CPT would propose a capital improvement to the RDA; if the RDA does not agree to the
2 improvement, CPT would need to revise its proposal. ACB Board member Knight said he does
3 not have any concern with creation of the CRF, considering all decisions are made by the
4 RDA/ACB. Director Fillmore commented that, if CPT is making enough revenue to save money
5 toward building improvements, the City benefits as the building owner. Director Wright said he
6 feels there must be a separation between government and the 501(c)(3), and this would take
7 away the separation. Vice Chair Higginson responded that RDA/ACB approval is still required
8 for capital projects.

9
10 Lisa Romney, Centerville City Attorney, explained that CPT would like to have five
11 months after close of their fiscal year to submit the audited financial statements rather than the
12 current four months. Director Wright asked what would happen to the funds if CPT were to
13 leave the Center for the Performing Arts. Mayor Cutler stated that CPT has no plan to leave the
14 Performing Arts Center, but it would be worth looking into.

15
16 ACB Board member Knight made a **motion** for the ACB to recommend RDA approval of
17 Amendment No. 8 to the Lease and Operating Agreement for the Davis Center for the
18 Performing Arts. ACB Secretary Averett seconded the motion, which passed by unanimous
19 vote of the ACB (5-0).

20
21 RDA Director Wright made a **motion** to approve Amendment No. 8 to the Lease and
22 Operating Agreement for the Davis Center for the Performing Arts, with the stipulation that staff
23 look into what would happen to the funds in the unlikely event that the Lease is terminated.
24 RDA Director Ivie seconded the motion, which passed by unanimous of the RDA (6-0).

2016 BUDGET FOR CENTERPOINT THEATRE

25
26
27
28 The Lease and Operating Agreement between the RDA and CPT requires CPT to
29 submit an annual budget for the next year to the RDA/ACB for review and comment. The Lease
30 Agreement specifically requires approval from the RDA/ACB of the facilities maintenance
31 portion of that budget. Mr. Thacker reported that he met with Mr. Davis to review the proposed
32 budget, and he recommends approval of the 2016 Facilities Maintenance Budget by the RDA.
33 Mr. Davis presented the CPT 2016 Budget compared to the 2015 Budget, and answered
34 questions from the RDA/ACB. Director Wright asked if it would be possible for CPT to provide a
35 free production to Centerville and Bountiful citizens to give the opportunity to those who cannot
36 usually afford to attend. Mr. Davis responded it is an interesting idea that he will take back to
37 the CPT Board. ACB Board member Knight made a **motion** to return to discussion of the
38 Budget, which was seconded by ACB Secretary Averett. ACB Board member Knight later
39 withdrew his motion. Mr. Davis discussed facility rentals with the RDA/ACB, and explained
40 specific Budget projections.

41
42 Mr. Davis stated that the biggest change in the 2016 Facilities Maintenance Budget is
43 the addition of the HVAC contract. Mr. Thacker expressed the hope that once the HVAC
44 maintenance contract is in place and the system is working efficiently the HVAC costs will
45 reduce. Director Wright made a **joint motion** of the RDA/ACB to approve the 2016 Facilities
46 Maintenance Budget and acknowledge the overall 2016 Budget, and to ask that CPT consider
47 offering a free production for non-ticket holders in the community. Vice Chair Higginson
48 seconded the joint motion, which passed by unanimous combined vote of the RDA/ACB (7-0).

49
50 With the conclusion of ACB business, ACB Board member Knight left the meeting at
51 6:26 p.m.
52

PRELIMINARY DRAFT

RDA/ACB Board of the Davis Center for the Performing Arts
Minutes of Meeting of December 1, 2015

Page 3

RDA BUSINESS – STATUS OF DEBT SERVICE

Mr. Thacker presented outstanding debt data for the last ten fiscal years by type. It is projected that the Performing Arts Center bond will be completely paid off by 2021. The Parrish Lane Gateway RDA Project Area will also end in 2021. Chair Cutler mentioned the possibility of setting up a revolving loan fund that would essentially extend some of the RDA capabilities in the area. Director Fillmore said she feels it would be prudent to save funds for betterment costs when the overpass is redone. Director Wright said he feels the RDA needs to be smart and not spend the principal so that revenue is generated. Director Fillmore requested a report from staff regarding expiration of the Project Area and what can be done with the funds. Mr. Thacker explained the opportunity utilized by the City when Freedom Hills Park was initiated to keep a portion of the "haircut" tax dollars that would otherwise have returned to taxing entities, as reimbursement for the costs of constructing that park. Those "haircut" revenues are now being used to pay a portion of the City's annual UTOPIA pledge. The RDA discussed aspects of the planned Fire District property tax.

ADJOURNMENT

At 6:48 p.m. Director Wright made a **motion** to adjourn the meeting. Chair Cutler seconded the motion, which passed by unanimous vote (6-0).

Paul A. Cutler, RDA Chair

Date Approved

Steve Thacker, RDA Executive Director

Katie Rust, Recording Secretary

**CENTERVILLE
RDA MEETING
Staff Backup Report
12/15/2015**

Item No. 2.

Short Title: Consider funding for fencing on pedestrian bridge and along Parrish Lane

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Review and discuss the amount of funding the RDA Board is willing to provide for upgrading the fencing on the pedestrian bridge and along Parrish Lane.

BACKGROUND

This matter will be discussed in the regular city council meeting earlier in the evening. Based on the City Council's decision, the RDA Board may need to confirm or revise their earlier approval of funding for this work.

**CENTERVILLE
RDA MEETING
Staff Backup Report
12/15/2015**

Item No. 3

Short Title: Approve funding for betterments related to 1250 West/Parrish Lane traffic signal project

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Review cost estimates for improvements proposed for the southeast and southwest corners of the 1250 West/Parrish Lane intersection, including the cost of "betterment" work that could be done by UDOT's contractor in connection with the current traffic signal project. Determine whether to use any RDA funds for these improvements.

BACKGROUND

Staff are meeting on Monday, December 14 with Maverick reps to discuss the design and cost-sharing of improvements on the southwest corner of this intersection. These improvements would include colored concrete, landscaping and a bike trailhead facility. Maverick has an obligation under City ordinances (Parrish Lane Design Guidelines) to fund some improvements at this corner.

The attached concept designs were prepared by the City's consultant, Dan Sonntag. He has identified a "Phase 1" scope of work that could be done by UDOT's contractor while installing the traffic signals. His cost estimate for this Phase 1 work is \$11,700, but a portion of this cost would be UDOT's cost as a part of the traffic signal project. The City's cost would be any additional concrete work that is not in UDOT's scope of work, as well as the cost of coloring the concrete. Staff are attempting to get the cost-sharing breakdown by Tuesday evening.

As a reminder, the City Council approved earlier a Betterment Agreement for this traffic signal project. In that Agreement, the City (using RDA funds) agrees to pay for powder coating the signal poles and a preemption device (for emergency responders to trigger the stoplights) at an estimated total cost of \$12,759.

ATTACHMENTS:

Description

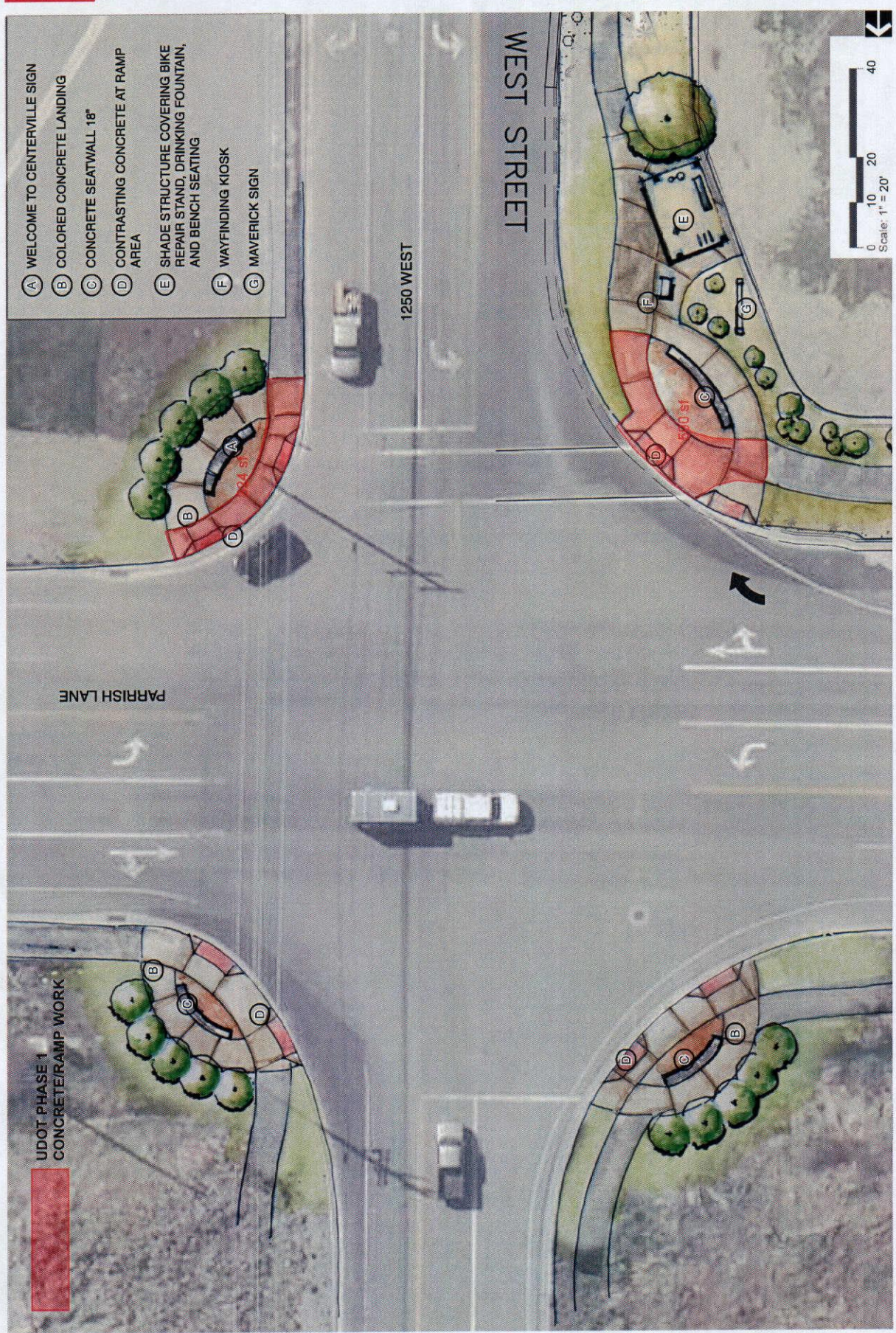
- ☐ 1250 West Concept Plan
- ☐ 1250 West UDOT phase cost estimate



INTERSECTION IMPROVEMENT
PREFERRED OPTION

1250 W PARRISH LANE CENTERVILLE

11 | 23 | 15
MGB+A
The Crossin Group



UDOT PHASE 1
CONCRETE/RAMP WORK

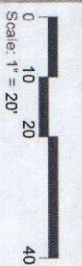
PHASE 1
CONCRETE/RAMP WORK

PARRISH LANE

1250 WEST

WEST STREET

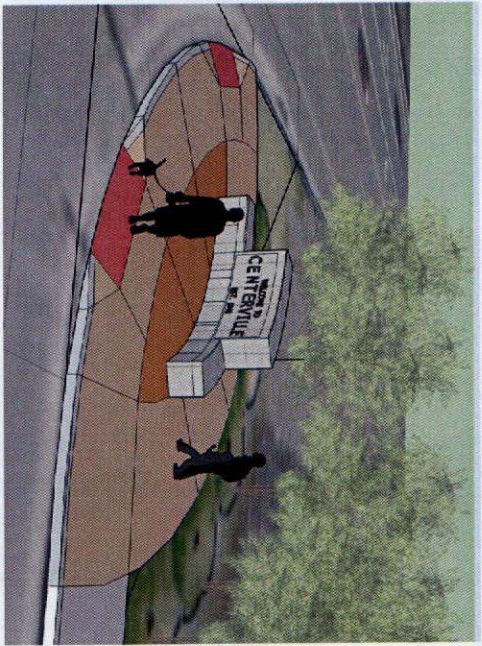
- (A) WELCOME TO CENTERVILLE SIGN
- (B) COLORED CONCRETE LANDING
- (C) CONCRETE SEATWALL 18"
- (D) CONTRASTING CONCRETE AT RAMP AREA
- (E) SHADE STRUCTURE COVERING BIKE REPAIR STAND, DRINKING FOUNTAIN, AND BENCH SEATING
- (F) WAYFINDING KIOSK
- (G) MAVERICK SIGN



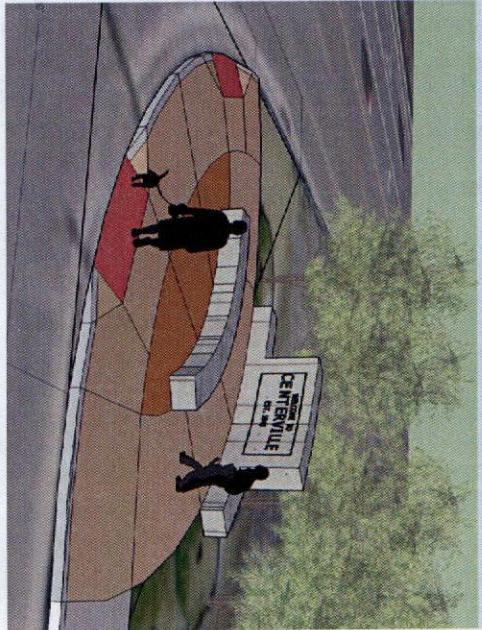
INTERSECTION IMPROVEMENT
PREFERRED OPTION

1250 W PARRISH LANE CENTERVILLE

MCB+A
The Creative Group
11 | 23 | 15



South East Corner Concept
Shows sign concept following curve of pavement design. The sign sits within a 50' site triangle.



South East Corner Concept Alternate
seat wall that corresponds to the other corners is utilized, sign is moved to the outer extents of the 50' site triangle requirement

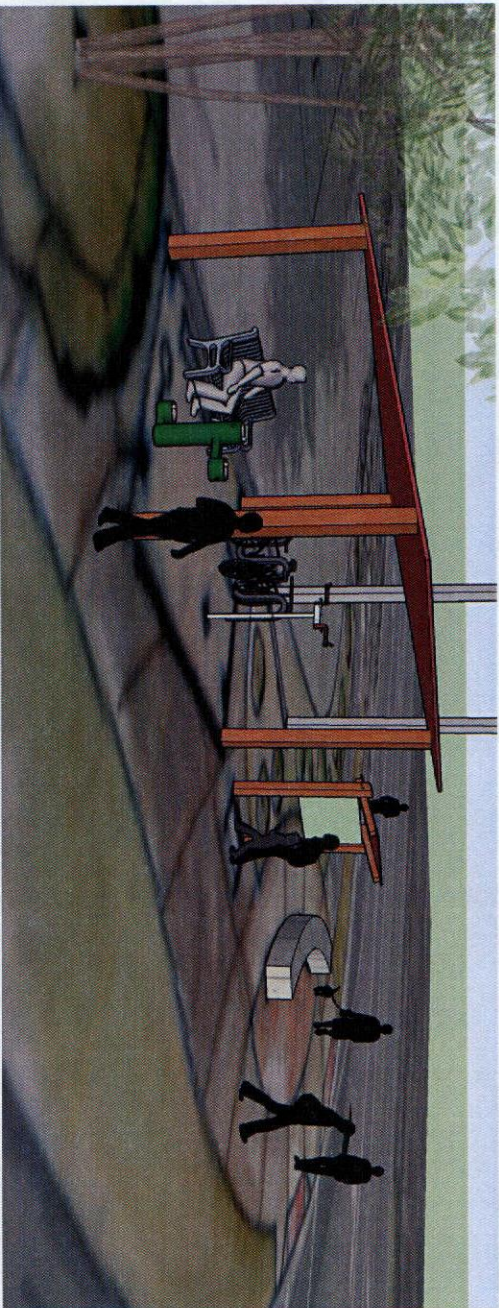
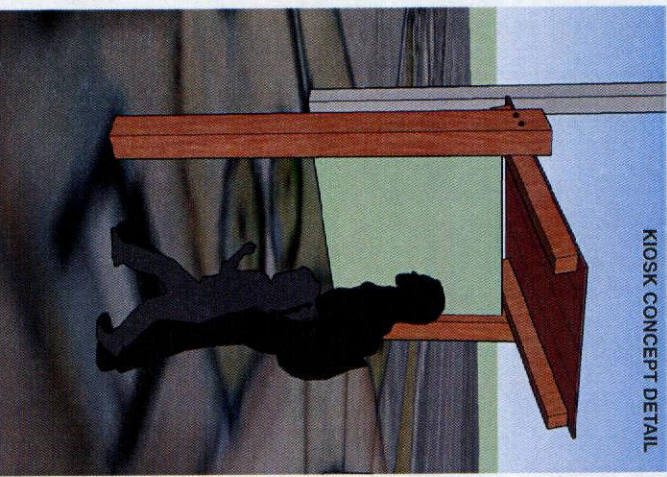
Trailhead at South West Corner Concept

This plan accommodates the gas station's desire to have a very visible sign.

The 20' x 12' shed roof pavilion matches the finish styling of the adjacent gas station. posts are wood or rusting steel.

the kiosk is made of similar materials as the pavilion, for posts and roof, and sits just outside of the covered area to allow through traffic a quick glance of the trail map. those needing to fix bikes, refill water bottles, or rest in the shade can do so safely beneath the extents of the pavilion.

A curved seatwall provides a separation of circulation between trail users and intersection users.



INTERSECTION IMPROVEMENT
PREFERRED OPTION

1250 W PARRISH LANE CENTERVILLE



Centerville Parrish lane & 1250 West

12/11/2015

1250 West intersections UDOT phase 1 (ramps and minimized frontage sidewalk only + no work on NW or NE corners)

Colored Concrete	825 SF	\$10.00	\$8,250.00	
Truncated Dome on Ramp	3 EA	\$500.00	\$1,500.00	
Contingency 20%	1 LS	\$1,950.00	\$1,950.00	
Total				\$11,700.00