

Minutes of the Redevelopment Agency of Centerville City/Davis Center for the Performing Arts Administrative Control Board meeting held Tuesday, October 20, 2015 at 6:30 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

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 (arrived at 6:35 p.m.)
John Marc Knight, ACB Board Member, Bountiful City Council
John Pitt, ACB Board Member, Bountiful City Council
Lawrence Wright, RDA of Centerville City, ACB Board Member

MEMBERS ABSENT

Ken Averett, RDA of Centerville City, ACB Secretary

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

VISITOR

Kelly Gibbons, FEA Engineering Associates, LLC

HVAC MAINTENANCE AND REPAIRS FOR THE DAVIS CENTER FOR THE PERFORMING ARTS

Steve Thacker, RDA Executive Director, explained maintenance and repairs needed for the Davis Center for the Performing Arts HVAC system, and stated that Kelly Gibbons of FEA Engineering evaluated the system and made recommendations. The Operating Lease requires ongoing HVAC maintenance to be funded by CenterPoint Legacy Theatre (CPT). Mr. Thacker stated that Mr. Gibbons recommends selecting the silver level of service resubmitted by Harris Services, adding that the bronze level of service is not sufficient, and the gold and platinum levels include services that are not necessary considering the existing reserve fund. In his letter submitted earlier, he concludes that Harris Services' fee for the silver level is in the lower end of the cost range for such HVAC maintenance programs. The CPT Board has agreed with the recommendation to contract with Harris Services.

Repair and modification of the boiler system is also recommended. Mr. Gibbons solicited a bid for HVAC system repairs and modifications – in addition to the one submitted by Harris Services, but was told that the company would not be able to accomplish the needed work in the required timeframe. Director Wright repeated a question he asked at a previous ACB meeting regarding existence of a commission report or audit. Mr. Gibbons stated that, to his knowledge, there is no commission report. Director Wright stated he feels they need to move forward with the maintenance, but he would like to see if some of the money spent on repairs since the time of commission could be recovered. Mr. Gibbons explained that design commission reports are not typical on this size of system. Director Wright repeated that he would like to see a commission report as previously requested. Mr. Gibbons explained how the boiler should function, and presented a proposal from Harris Services for the needed repairs

1 and system modification. Mr. Thacker recommended the funds come out of the Theatre
2 Reserve Fund, managed by the RDA.

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4 Chair Cutler asked Mr. Gibbons if he believes a better proposal could be solicited. Mr.
5 Gibbons repeated that the second proposal solicited was withdrawn. He said he knows a lower
6 price could be found, but would come with a lower quality of service. He expressed confidence
7 in Harris Services and the recommended proposal. ACB Board Member John Marc Knight
8 made a **motion** that the ACB recommend the RDA authorize funding of the HVAC repairs and
9 system modification from the Theatre Reserve Fund at the estimated total contract price of
10 \$34,530. ACB Board Member Wright seconded the motion, which passed by unanimous vote of
11 the ACB (5-0).

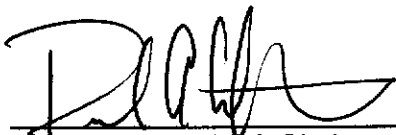
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13 RDA Director Wright made a **motion** to authorize funding of the HVAC repairs from the
14 Theatre Reserve Fund. Vice Chair Higginson seconded the motion, which passed by
15 unanimous vote of the RDA (5-0). Vice Chair Higginson agreed that existence of a commission
16 report should be checked. Mr. Gibbons stated he would check the original contract for a
17 commission report.

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19 **MINUTES REVIEW AND APPROVAL**

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21 The minutes of the October 6, 2015 RDA meeting were reviewed. Director Fillmore
22 made a **motion** to approve the minutes. Director Wright seconded the motion, which passed by
23 unanimous vote of the RDA (5-0).

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25 **ADJOURNMENT**

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27 The meeting was adjourned at 7:00 p.m. The RDA/ACB will next meet on December 1,
28 2015 prior to regular Council meeting.

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34 Paul A. Cutler, RDA Chair

12-1-2015

Date Approved

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40 Steve Thacker, RDA Executive Director

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46 Katie Rust, Recording Secretary

