

1 Minutes of the Redevelopment Agency of Centerville City/Davis Center for the Performing Arts
2 Administrative Control Board meeting held Tuesday, December 2, 2014 at 5:35 p.m. in the
3 Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.
4

5 **MEMBERS PRESENT**

6 Paul Cutler, RDA of Centerville City Chair, ACB Chair, Centerville Mayor
7 Tamilyn Fillmore, RDA of Centerville City
8 John T. Higginson, RDA of Centerville City Vice Chair/ACB Vice Chair
9 Stephanie Ivie, RDA of Centerville City
10 John Marc Knight, ACB Board Member, Bountiful City Council (left at 6:30 p.m.)
11 Lawrence Wright, RDA of Centerville City, ACB Board Member
12

13 **MEMBERS ABSENT**

14 Ken Averett, RDA of Centerville City, ACB Secretary
15 John Pitt, ACB Board Member, Bountiful City Council
16

17 **STAFF PRESENT**

18 Steve Thacker, RDA Executive Director
19 Blaine Lutz, Centerville Finance Director
20 Lisa Romney, Centerville City Attorney
21 Jansen Davis, CPT Executive Director
22 David Peterson, CPT Chief Financial Officer
23 Katie Rust, Recording Secretary
24

25 **OTHERS PRESENT**

26 Ron Russell, Chair of CPT Board
27

28 **REVIEW THIRD QUARTER FINANCIAL REPORTS FOR CENTERPOINT LEGACY**
29 **THEATRE**
30

31 Jan Davis, CPT Executive Director, reported on the success of the 2014 performance
32 season. The RDA/ACB reviewed the third quarter financial reports for CenterPoint Legacy
33 Theatre (CPT).
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35 **BUILDING MAINTENANCE ISSUES**
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37 Steve Thacker, RDA Executive Director, explained the format of the Davis Center for the
38 Performing Arts (DCPA) Long-Term Facility Maintenance Plan. CPT is required by the
39 Operating Lease to contribute at least 1% of revenues each year to the Maintenance Reserve
40 Fund (approximately \$15,000 this year). Mr. Thacker explained that the 1% contribution will not
41 fully fund the projects on the Long-Term Facility Maintenance Plan in the Maintenance Reserve
42 Fund column.
43

44 The facility has experienced unanticipated difficulties with the HVAC system, and CPT
45 management recently requested a higher degree of professional help in assessing the HVAC
46 system to maximize the life of the equipment and achieve energy savings as much as possible.
47 Harris Services has agreed to conduct a no-cost assessment of the HVAC system and present
48 findings and recommendations. Staff will evaluate the possibility of recourse under warranties
49 when the assessment results are received. The Long-Term Facility Maintenance Plan will also
50 be updated after the HVAC assessment is completed.
51

52 **PROPOSED BUDGETS FOR CALENDAR YEAR 2015**
53

54 Mr. Davis presented proposed CenterPoint Legacy Theatre budgets for calendar year
55 2015, including the Facilities Expense Budget. The CPT Budget includes wage increases for

1 the relatively few full-time employees. Ron Russell, CPT Board Chair, added that the Board
2 intends to involve community businesses in thanking the many volunteers that support CPT.

3
4 The Operating Lease currently indicates that the renting entity is responsible for annually
5 paying for property insurance, approximately \$1,300 per year. The RDA has paid the property
6 insurance premium since construction was completed. The RDA/ACB discussed which entity
7 should pay the premium moving forward. Mr. Thacker suggested the premium should be added
8 to the CPT Budget to accurately reflect facility costs in anticipation of the RAP Tax renewal vote
9 in 2015. Mayor Cutler suggested the RDA pay the premium in 2015, but reflect the premium on
10 the CPT Budget.

11
12 ACB Board Member Wright made a **motion** for the ACB to recommend the RDA pay for
13 property insurance for the DCPA, and amend the Lease Agreement to reflect that change. ACB
14 Board Member Knight seconded the motion, which passed by unanimous vote of the ACB (4-0).

15
16 RDA Director Wright made a **motion** for the RDA to pay DCPA property insurance
17 premiums, and amend the Lease Agreement to reflect that change. Director Ivie seconded the
18 motion, which passed by unanimous vote of the RDA (5-0)

19
20 The Theatre Reserve Fund is under the control of the RDA. The Maintenance Reserve
21 Fund is held by CPT, but use of funds requires RDA approval. ACB Board Member Wright
22 made a **motion** to recommend the RDA approve the 2015 Facilities Expense Budget. ACB
23 Board Member Knight second the motion, which passed by unanimous vote of the ACB (4-0).

24
25 RDA Director Wright made a **motion** to approve the Facilities Expense Budget for 2015.
26 Director Ivie seconded the motion, which passed by unanimous vote of the RDA (5-0).

27 28 **RAP TAX SUPPORT FOR CPT/FACILITY**

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30 John Marc Knight, ACB Board Member and Bountiful City Council member, expressed
31 confidence that Bountiful will again contribute RAP Tax funds to the Theatre when the RAP Tax
32 is renewed. He stated that Bountiful followed State guidelines regarding language used on the
33 ballot. Mr. Knight left the meeting at 6:30 p.m.

34
35 The RDA discussed potential uses of RAP Tax renewal revenue. CPT Chair Russell
36 commented that the DCPA is a community public facility that should be kept in first class
37 condition long-term. The current RAP Tax arrangement includes equal contributions from
38 Centerville and Bountiful, and he expressed the hope that a continued partnership would
39 provide leverage for a request for County funding.

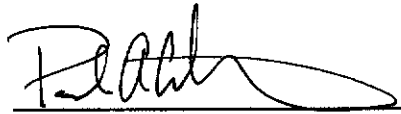
40 41 **STATUS OF CPT CONSTRUCTION OBLIGATION**

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43 Mr. Davis stated with confidence that the remaining construction obligation (\$39,750) will
44 be paid off by the June 30, 2015 deadline.

45 46 **ADJOURNMENT**

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48 At 6:40 p.m. Director Wright made a **motion** to adjourn the meeting. Director Ivie
49 seconded the motion, which passed by unanimous vote (5-0).

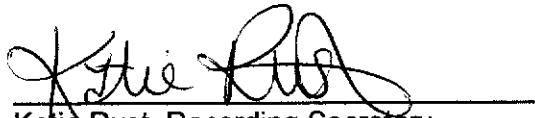
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Paul A. Cutler, RDA Chair

12/16/14 12/24/14 (ACB)
Date Approved


Steve Thacker, RDA Executive Director


Katie Rust, Recording Secretary

