



REDEVELOPMENT AGENCY OF CENTERVILLE CITY AND DAVIS CENTER FOR THE PERFORMING ARTS ADMINISTRATIVE CONTROL BOARD MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT THE REDEVELOPMENT AGENCY OF CENTERVILLE CITY BOARD AND THE ADMINISTRATIVE CONTROL BOARD OF THE DAVIS CENTER FOR THE PERFORMING ARTS WILL HOLD A COMBINED PUBLIC MEETING AT 6:00 PM ON DECEMBER 21, 2021 AT CENTERVILLE CITY HALL COUNCIL CHAMBERS, 250 N. MAIN STREET. THE AGENDA IS SHOWN BELOW.

Meetings of the Redevelopment Agency 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 Jacob Smith, Administrative Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

The full packet of backups materials can be found at <http://centerville.novusagenda.com/agendapublic>.

A. ROLL CALL

B. BUSINESS

1. CenterPoint Theatre Budget
Annual review and approval of CenterPoint 2022 Budget
2. Minutes Review and Acceptance
December 1, 2020 RDA/ACB Minutes

C. RDA ONLY BUSINESS

3. Minutes Review and Acceptance
December 7, 2021 RDA Minutes

D. ADJOURNMENT

Jennifer Hansen
Centerville City Recorder

CENTERVILLE

Staff Backup Report 12/21/2021

Item No. 1

Short Title: CenterPoint Theatre Budget

Initiated By: Brant Hanson, City Manager

Staff Representative: Brant Hanson, City Manager

SUBJECT

Annual review and approval of CenterPoint 2022 Budget

RECOMMENDATION

Approve CenterPoint 2022 Budget

BACKGROUND

Annual review and approval of CenterPoint 2022 Budget

ATTACHMENTS:

Description

- ▣ 2022 Five Year Maintenance Plan
- ▣ CenterPoint Theatre Reserve Fund Report
- ▣ CPT 2022 Budget - Facilities Details
- ▣ CPT Budget Summary

CPT – 2022 Five Year Maintenance Plan

Carpets

- Lobby Carpets are cleaned at least 6 times each year. Other areas are cleaned 2+ times yearly
- Evaluation/Replacement Consideration for Lobby Carpet
 - W2W, the company who did our initial carpet installation has been contacted. We had them evaluate the current condition of the carpet. Most areas are still in very good condition.
 - We are in the process of determining a systematic replacement plan over a period of five years addressing specific areas based on their level of wear.
 - We are also considering modifications to the design.

Lobby Furniture

- Lobby Furniture is cleaned 2+ times yearly
- Replacement is planned – 2022

Light Fixtures

- Bulbs are replaced as needed
- We hope to continue taking advantage of RMP incentive for LED replacements – 2022
- Lobby fixture replacements will be considered – 2022

Seating

- Main Stage Seats are cleaned 1+ times yearly
- Leishman Hall Seats are cleaned 1+ times yearly

Performance Areas

- Barlow Stage area is assessed for repairs 1+ times yearly
 - The Gala Lift has an annual maintenance contract
 - Stage Rigging is professionally inspected annually
 - Repairs/Replacement as needed
 - Draperies are inspected and cleaned of dust annually
 - Overhead doors are inspected annually
 - Repairs and replacement as needed
- Leishman Stage area is assessed for repairs 1+ times yearly
 - The Tension Grid is inspected by staff 1+ times yearly
 - The Tension Grid will be professionally inspected – 2022
 - Draperies are inspected and cleaned of dust annually

Rehearsal Halls

- Floors were cleaned and sealed - 2021
- Floors are cleaned and resealed every 2 years – 2023, 2025

Fire Suppression System

- The Fire Suppression System is inspected annually
 - Fire Extinguishers are inspected annually
 - Fire Extinguishers were assessed for replacement – 2021
 - Next assessment - 2025

Handicapped Doors

- Repairs are done as needed
 - Professionally inspected – 2021
 - Next Inspection - 2025

Windows

- Windows are cleaned 2+ times yearly
 - Replacement/Seal maintenance as needed

Elevator

- A yearly maintenance contract is held for the elevator

Roof

- There is a roof inspection by CPT/City Staff 1+ times yearly

Walls

- Wall repair and painting as needed

Other equipment, fixtures, plumbing, etc.

- Repairs are done as needed

CenterPoint Theatre Reserve Fund Report

11/18/2021

The board has approved \$75,000 to be added to the Maintenance and Operation Reserve Funds respectively. This will be done on our next pay cycle with estimated balances below.

Maintenance Reserve Fund = \$440,686

Operations Reserve Fund = \$273,546

These balances will be above the minimum balance requirement in our lease agreement.

In our previous lease agreement, a Capital Reserve Fund was created to manage funding for capital projects that crossed into multiple fiscal years and to properly calculate variable rent at the end of each year. Variable rent is no longer a part of our current lease agreement. Therefore, there is no need to have a Capital Reserve Fund. We have used the remaining funds to pay for CPT's boiler repair obligations. There will be no Capital Reserve Fund reported in the future.

Facilities Budget - 2022	

[illegible]

CenterPoint Legacy Theatre Budget	2022 Summary	2020 Budget	C
Prepaid Equity (savings from prior years)	29,500	-	
Season Ticket Revenue	962,000	825,000	
Single Ticket Revenue	472,500	375,000	
Encore Memberships	3,000	9,000	
Ticket Exchange Fees	-	-	
Show Sponsorships	63,000	81,000	
Season Sponsorships	217,000	170,000	
Leishman Hall Revenue	21,000	16,880	
Leishman Hall Misc Revenue	-	-	
Academy	569,015	508,750	
Rentals	19,750	25,250	
Concessions	70,000	72,000	
Friend to Friend Ticket Sales	8,000	8,000	
Annual Fundraising Gala	125,000	125,000	
Events (Concerts/Community)	10,000	20,000	
Miscellaneous Income	-	10,002	
In-Kind Revenue	-	-	
Total Operating Revenue	\$ 2,569,765	\$ 2,245,882	
Barlow Theatre (Direct Costs)	584,890	541,280	
Leishman Hall	18,728	21,154	
Academy	410,933	368,753	
Rental Expenses (Facility, Costume, Props)	12,188	14,190	
Concessions	52,448	51,449	
Production Overhead Costs	424,352	337,128	
Total Direct Costs	\$ 1,503,538	\$ 1,333,954	
Marketing	187,904	170,984	
Development	177,372	189,403	
Box Office	131,044	114,543	
Administrative	299,948	275,719	
Facilities	394,108	365,898	
Total Admin Expenses	\$ 1,190,376	\$ 1,116,547	
Total Operating Expenses	2,693,914	2,450,501	
Depreciation	65,344	61,872	
Total Expenses	\$ 2,759,258	2,512,373	
Net Income From Operations	(189,493)	(266,491)	
Other Non Operational Items:			
Individuals and Small Corporation Donations	29,600	37,000	
Foundations/Corporations/Grants/RAP Tax	217,860	149,000	
Total Donations	\$ 247,460	186,000	

CENTERVILLE

**Staff Backup Report
12/21/2021**

Item No. 2.

Short Title: Minutes Review and Acceptance

Initiated By:

Staff Representative:

SUBJECT

December 1, 2020 RDA/ACB Minutes

RECOMMENDATION

Approve December 1, 2020 RDA/ACB Minutes as presented

BACKGROUND

ATTACHMENTS:

Description

12-01-2020 RDA/ACB Minutes

Minutes of the Redevelopment Agency of Centerville City/Davis Center for the Performing Arts Administrative Control Board meeting held Tuesday, December 1, 2020 at 6:00 p.m. with participants present via Zoom due to infectious disease COVID-19.

MEMBERS PRESENT

Clark Wilkinson, RDA of Centerville City Chair, ACB Chair, Centerville Mayor
William Ince, RDA of Centerville City, ACB Board member
Stephanie Ivie, RDA of Centerville City, ACB Board member
George McEwan, RDA of Centerville City
Robyn Mecham, RDA of Centerville City

MEMBER ABSENT

Tamilyn Fillmore, RDA of Centerville City, ACB Board member
Richard Higgins, ACB Board Member, Bountiful City Council
Chris Simonson, ACB Board Member, Bountiful City Council

STAFF PRESENT

Brant Hanson, RDA Executive Director
Lisa Romney, Centerville City Attorney
Jacob Smith, Administrative Services Director

VISITORS

Jansen Davis, CPT Executive Director
Sterling Jensen, CPT Board Member

DETERMINATION

Mayor Wilkinson read aloud a determination regarding electronic meetings without an anchor location due to COVID-19

CENTERPOINT THEATRE – ANNUAL BUDGET REVIEW AND APPROVAL

Chair Wilkinson said he knew the CenterPoint Theatre (CPT) Board had worked hard preparing the CPT 2021 Annual Budget. Jansen Davis, CPT Executive Director, reported that CPT had taken advantage of government funds available during the difficult pandemic situation. He expressed appreciation to the RDA for rent relief granted during the pandemic. Mr. Davis spoke of difficulties in preparing a budget for the entire calendar year of 2021 with ongoing uncertainties, and explained the budget was prepared with an expectation of 40% capacity to accommodate social distancing in the first two quarters of 2021, and an expectation of being able to operate at full capacity in the third and fourth quarters. He said the Board acknowledged the need for contingency plans and planned to meet again later in December to discuss possibilities.

Mr. Davis said a continuation of the lease payment suspension would be appreciated. He reviewed the 2021 Annual Budget, reserve fund balances, and the five-year maintenance plan with the RDA and ACB Boards, and answered questions. Director Ince commented that it was in the RDA's best interest for CPT to be successful, and suggested a one-year moratorium on required contributions to the Theater Reserve Fund (TRF) during 2021 to help CPT during the difficult circumstances. Director McEwan said he liked the suggestion. Brant Hanson, RDA Executive Director, said he agreed that helping CPT succeed was in the City's best interest. Mr. Davis said the suggested moratorium on contributions to the TRF would make a big difference to CPT, and expressed gratitude to the RDA Board for considering such an action. He expressed a preference for moving forward with the 2021 Annual Budget as submitted, with the knowledge that the CPT Board could approach the RDA and ACB for additional relief if needed.

1 Director Ince **moved** for the RDA and ACB to accept the Annual Budget as submitted,
2 with a reminder that the RDA and ACB were intensely interested in CPT's survival, and a
3 suggestion that the CPT Board approach the RDA if additional help was needed during 2021.
4 Director Ivie seconded the motion, which passed by unanimous vote (4-0 RDA and 3-0 ACB). Mr.
5 Hanson stated materials were sent to the two ACB Directors from Bountiful prior to the meeting.
6 Director Ince **moved** for the RDA to approve items outlined in the Staff Report. Director Ivie
7 seconded the motion, which passed by unanimous vote (4-0).
8

9 **CENTERPOINT THEATRE – RENT RELIEF REQUEST**

10
11 Mr. Davis expressed appreciation for support shown by the RDA in the form of rent relief
12 approved through September 2020, and said his hope was for CPT to get through the pandemic
13 without touching any of the reserve funds. Director McEwan spoke of continued uncertainty, and
14 the likelihood that social distancing would be necessary through 2021. Director McEwan made a
15 **motion** for the RDA to grant the rent relief request through calendar year 2021, including
16 outstanding 2020 fourth-quarter rent, resuming payments in 2022. Director Ince seconded the
17 motion, which passed by unanimous vote (4-0). Director McEwan thanked Mr. Davis and those
18 associated with CPT for all they do for the community.
19

20 **ADJOURNMENT**

21
22 At 6:40 p.m., Director McEwan **moved** to adjourn the RDA/ACB meeting. Director Ivie
23 seconded the motion, which passed by unanimous vote (4-0).
24
25
26

27
28 _____
29 Brant T. Hanson, RDA Executive Director

Date Approved

30
31
32 _____
33 Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report 12/21/2021

Item No. 3.

Short Title: Minutes Review and Acceptance

Initiated By:

Staff Representative:

SUBJECT

December 7, 2021 RDA Minutes

RECOMMENDATION

Approve the December 7, 2021 RDA Minutes as presented

BACKGROUND

ATTACHMENTS:

Description

12-07-2021 RDA Minutes

Minutes of the **Redevelopment Agency of Centerville** meeting held Tuesday, December 7, 2021 at 5:30 p.m. with participants present at Centerville City Hall, 250 North Main Street.

DIRECTORS PRESENT

William Ince
Stephanie Ivie, Vice Chair
George McEwan
Robyn Mecham
Clark Wilkinson, Chair

DIRECTOR ABSENT

Tamilyn Fillmore

STAFF PRESENT

Brant Hanson, RDA Executive Director
Lisa Romney, City Attorney
Jennifer Hansen, City Recorder
Jacob Smith, Administrative Services Director
Nate Plaizier, Finance Director
Mike Carlson, Public Works Director
Bryce King, Recreation Coordinator
Paul Child, Centerville Police Chief
Lt. Allen Ackerson, Centerville Police Department
Marc Marchant, Streets Supervisor

VISITORS

Rob Sant, Lewis Young Robertson & Burningham
Gary Nichols

PUBLIC HEARING – ADOPTION OF PROJECT AREA PLAN FOR THE PORTER-WALTON COMMUNITY REINVESTMENT PROJECT AREA

Rob Sant, Vice President with Lewis Young Robertson & Burningham, presented a proposed plan for a Porter-Walton Community Reinvestment Area (CRA). He explained tax-increment financing (TIF), and explained that the proposed CRA would provide an instrument to help the developer (Young Powersports) financially by using in part the increase in the development's property value. The proposed CRA project area boundaries (14.17 acres) would be east of I-15 and south of 400 South, along Frontage Road.

Mr. Sant explained that a CRA project area would: stimulate capital investment and development; promote job creation; and expand tax base. The estimated base year tax value was \$6,082,092, with an incremental assessed value of \$11,097,466 in 10 years, and a total assessed value of \$17,179,558 in 20 years. Tax increment participation was proposed for 10 years, with a 50% participation rate of all taxing entities, and with 50% of City point of sale sales tax for 3 years. Mr. Sant presented the following assumptions:

• City Sales Tax to Agency (50%, 3 years)	\$453,409
• Remaining City Sales Tax (10 years)	\$2,987,098
• City RAP Sales Tax (10 years)	\$582,077
• Total City Sales Tax (10 years)	\$3,569,175
• Annual Sales Tax at Conclusion of TIF Period	\$454,197

City Manager Brant Hanson shared that he was personally associated with Spencer Young, and bought his personal vehicles from Young Automotive, but believed he could be objective in the matter. Mr. Hanson said he believed formation of a CRA would be beneficial to the City.

1 Chair Wilkinson opened a public hearing at 5:51 p.m.
2

3 Geary Nichols said he owned a building in the area, and asked for clarification regarding
4 proposed boundaries. City Attorney Lisa Romney and Mr. Sant explained proposed boundaries
5 and properties involved. Mr. Sant explained that area properties other than Young Powersports
6 were included in the proposed boundaries for potential future redevelopment. Mr. Nichols asked
7 questions about drainage in the area.
8

9 Chair Wilkinson closed the public hearing at 5:58 p.m. Mr. Hanson spoke of a current
10 application with FEMA regarding the floodplain zone, and said area property owners would be
11 informed when the City received the decision from FEMA. Responding to questions from Vice
12 Chair Ivie, Mr. Sant and Mr. Hanson spoke of the property tax increase recently approved by the
13 Council and how the CRA would be impacted.
14

15 Director McEwan **moved** to adopt Resolution No. 2021-04 adopting the official project
16 area plan for the Porter-Walton Community Reinvestment Project Area. Director Ince seconded
17 the motion, which passed by unanimous vote (4-0).
18

19 **PUBLIC HEARING – ADOPTION OF PROJECT AREA BUDGET FOR PORTER-**
20 **WALTON COMMUNITY REINVESTMENT PROJECT AREA**
21

22 The Board reviewed a proposed budget for the Porter-Walton Community Reinvestment
23 Project Area. Chair Wilkinson opened a public hearing at 6:07 p.m., and closed the public hearing
24 seeing that no one wished to comment.
25

26 Director McEwan **moved** to approve Resolution No. 2021-05 adopting the project area
27 budget for Porter-Walton CRA. Director Ince seconded the motion, which passed by unanimous
28 vote (4-0).
29

30 **CONSIDER AUTHORIZING THE EXTENSION OF RDA PROJECT AREAS**
31

32 Mr. Sant explained the proposal to extend collection of tax increment for two years within
33 the Legacy Crossing and Barnard Creek project areas due to the negative impact the COVID-19
34 pandemic had on development. He explained that developers and property owners within project
35 areas were contacted for feedback regarding the impact of the pandemic. An extension was not
36 recommended for the Parrish Gateway project area.
37

38 Director Ince **moved** to approve Resolution No. 2021-06 authorizing the extension of
39 collection of tax increment for two years within the RDA Legacy Crossing and Barnard Creek
40 project areas due to negative impacts of the COVID-19 pandemic, as allowed by State law.
41 Director McEwan seconded the motion, which passed by unanimous vote (4-0).
42

43 **MINUTES REVIEW AND ACCEPTANCE**
44

45 Minutes of the November 3, 2021 RDA meeting were reviewed. Director McEwan **moved**
46 to accept the minutes, and Vice Chair Ivie seconded the motion. The motion passed by unanimous
47 vote (4-0).

ADJOURNMENT

At 6:25 p.m., Director McEwan **moved** to adjourn the meeting. Vice Chair Ivie seconded the motion, which passed by unanimous vote (4-0).

Brant T. Hanson, RDA Executive Director

Date Approved

Katie Rust, Recording Secretary