

**JOINT CENTERVILLE CITY COUNCIL/WHITAKER MUSUEM
BOARD WORK SESSION AGENDA**

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL AND WHITAKER MUSEUM BOARD WILL HOLD A JOINT WORK SESSION AT 6:30 PM ON OCTOBER 25, 2016 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

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

Time:

6:30 **A. ROLL CALL**

B. NEW BUSINESS

1. Discuss Musuem Board proposed Capital Improvement Plan and potential use of RAP Tax funds

C. ADJOURNMENT

Marsha L. Morrow, MMC
Centerville City Recorder

**CENTERVILLE
WORK SESSION
Staff Backup Report
10/25/2016**

Item No. 1

Short Title: Discuss Musuem Board proposed Capital Improvement Plan and potential use of RAP Tax funds

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Allow Museum Board to explain and answer questions about their proposed Capital Improvement Plan for the Whitaker Home and grounds and their desire to use RAP Tax revenues as a source of funding.

BACKGROUND

In November 2015 Centerville voters approved the extension of the RAP Tax for a 10-year period, beginning April 1, 2016. The City Council has consistently expressed the intent to use most of these revenues for park improvements, but also potentially for the benefit of the performing arts center and Whitaker Museum. The Council met in a work session with the Parks & Recreation Committee on October 4 to review the Committee's latest update of the Parks Capital Improvement Plan, their recommended priorities in that Plan, and how RAP Tax revenues could be used for those priorities. The Council--sitting as the RDA Board--also met recently with CenterPoint Theatre reps and Bountiful City reps and discussed CPT's desire that some of the RAP Tax revenues be used to support CPT operations and/or maintenance/improvement of the performing arts center facility.

The City Council's October 25 work session with the Whitaker Museum Board will be the opportunity for Museum reps to explain their proposed capital improvement plan for the Whitaker Home and grounds and their desire that some of the RAP Tax revenues be used for those purposes. The Board's latest version of their Capital Improvement Plan is attached.

The FY 2017 City Budget includes the appropriation of \$8800 of RAP Tax revenues as matching funds for a CLG grant that will be used to make improvements/alterations within the Whitaker Home.

ATTACHMENTS:

Description

- D Capital Improvement (A) for the Whitaker 2016
- D Exhibit A

The Whitaker Museum Capital Improvement Plan
Three year plan includes # 1 through 4
High to Low Priority

1 Whitaker Exterior Park - Phase 1: Safety & Handicap Accessibility 1a. Master Site Plan (hardscape and landscape) Driveway egress-ingress, hard surface parking (20/30 parking stalls) exterior lighting (driveway, parking, sidewalk) Repair concrete crack at entryway, handicap ramp 2 Physical Facility/Functional - Phase 1: Operations Functional kitchen sink/faucet, sensor lighting on building exterior, laptop for handicap patrons to view virtual tour, production of virtual tour.	\$300,000 -500,000 \$ 16,000
3 Preservation & Restoration - Phase 1: Interior restoration of Carriage House Repairing (ceiling, lighting, heating, bathroom, including desk, chair, patron table) carriage house for functional director's office and community research 4 Preservation & Restoration - Phase 2: Preservation of Archives/Artifacts a. Digitize Archives and locked file cabinets, protective glass box for 115 year old Whitaker silk wedding dress, appraisals of collections b. Shelving in basement and attic to store artifacts, school house rehabilitation windows, doors, floor, shingles (without proper preservation items are deteriorating in the schoolhouse) c. Grand Room (wood exterior door refinished, period screen door, threshold completed) Hallway (alcove completed and large photo display) Paint interior windows d. Barn (storage for wagon, etc.) 5 Preservation & Restoration - Phase 3: Exterior Restoration Carriage House Exterior façade of carriage doors , move gas meter, driveway to carriage house	\$ 24,000 \$ 30,800 (a-c) \$60,00-500,000(d) \$ 9,000
6 Whitaker Exterior Park - Phase 2: Landscaping Master landscape plan, north, west, south flower bed planting/ drip system Sprinkler system/entire yard, landscape around utilities, level north lawn, partial remove of ground cover under trees/plant grass, tree replacement	\$ 15,000
7 Physical Facility/Utilitarian - Phase 1: Preventative Complete rock foundation on new addition, re-plaster east wall of parlor, re-finish flooring in original building, re-point chimney/seal, seal wood-shake shingles, front rain-gutters 8 Physical Facility/Functional - Phase 2: Operations Functional fireplace, barrel vault ceiling, outdoor picnic table. Period brass plate outlet covers (incl. electrical plugs) Metal exterior calendar display of events, bathroom light fixture, donation box, area rug, plant Identification plaques, time period furniture, drinking fountain (outdoor hand pump)	\$ 16,500 \$ 16,600
9 One Time Essential Professional Signs (parking at city hall, do not touch, watch your step, etc.) Storytelling Banner, kitchen exterior door (time period) Hooks on the building to hold Story Telling sign, display cabinet (house temporary exhibits) Relocate flagpole (purchase flag) Restore T. Whitaker self-portrait, convert kitchen stove to electrical	\$ 18,725

Please refer to Exhibit A

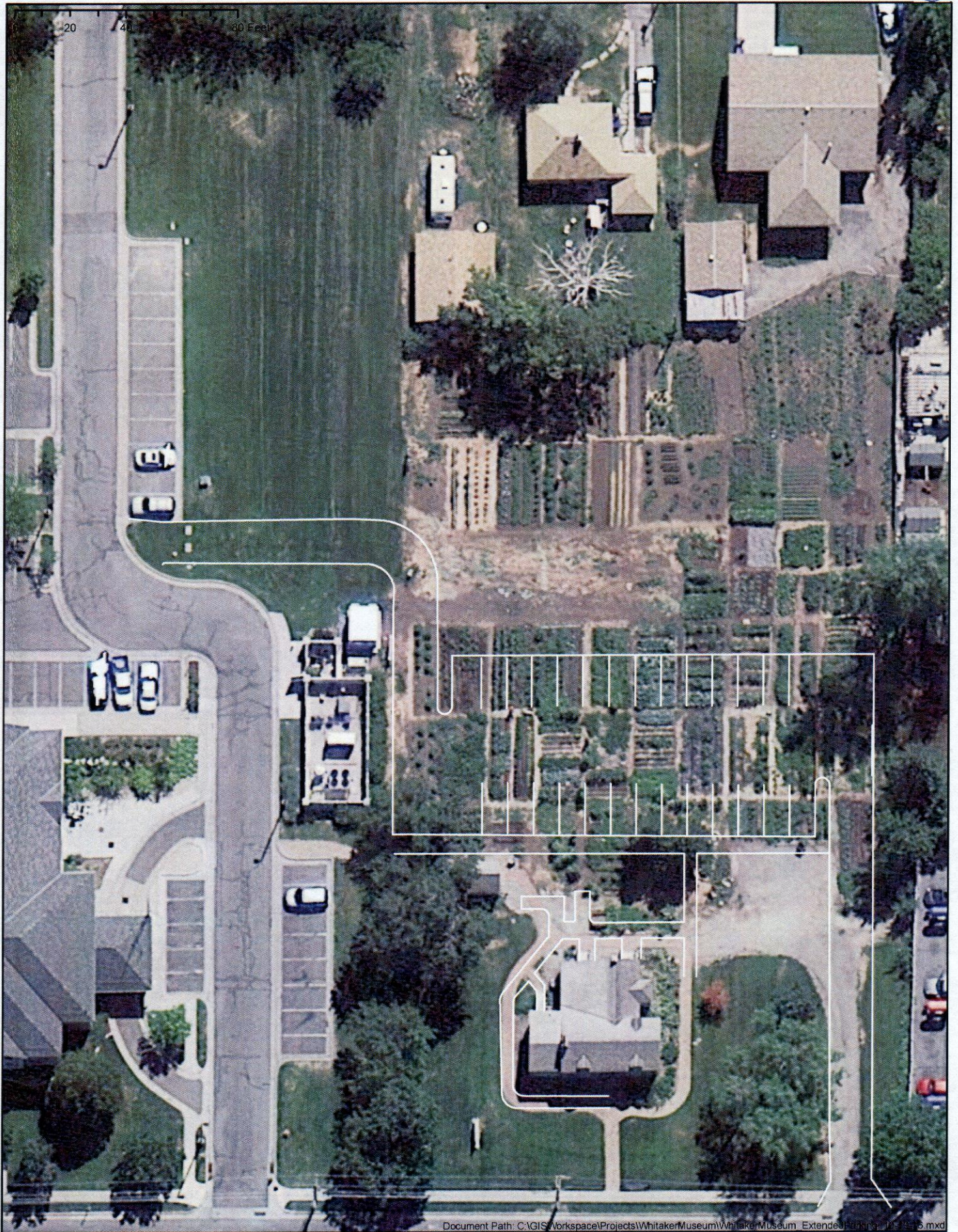
Exhibit A

2016 City Budget & Grant requested Items	Expected Amount	CLG Award	Required Match	General Funds	RAP Tax	Approved Whitaker Budget	Whitaker Fundraisers
Capital Improvements							
Carriage House (downstairs)	12,000	5,050	5,050	7,500*			
Kitchen Faucet	2,000	1,000	1,000	1,000			
East door /threshold & Screen door	600	300	300	300			
Programs							
Archival/digitization of 5 file cabinets	5,000			2,000			3,000
Laptop for virtual tours	1,000			1,000			
DVD for Virtual tours for handicap	1,500						1,500
DVD Documentary "The Story Begins Here"	6,000			3,000		1,000	2,000
Total	28,100	6,350	6,350	6,000	8,800	1,000	6,500

* Museum application potential and submission was based on a \$10,000 grant.

Brandon Toponce changed the museum amounts submitted of \$10,000 to \$6,350 rather than \$10,000 - a shortage of \$4,950. Because of this, Steve Thacker allocated an additional \$2,450 from RAP tax fund to come up to the \$7,500 figure shown above.

The original grant request plus the required match would have made \$20,000 available for capital improvements vs. the \$15,150 shown above (\$8,800 and \$6,350)





Date: 10/19/2016

Whitaker Museum - Extended Parking



0 20 40 80 Feet

