



REDEVELOPMENT AGENCY AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE REDEVELOPMENT AGENCY WILL HOLD A REGULAR MEETING AT 5:30 PM ON NOVEMBER 15, 2022 AT CENTERVILLE CITY HALL, 250 NORTH MAIN STREET, CENTERVILLE, UTAH.

Centerville Redevelopment Agency meetings are open to the public, unless otherwise closed for reasons allowed by law. Centerville Redevelopment Agency meetings may be conducted via electronic means pursuant to Utah Code § 52-4-207. In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability may contact the City Recorder at (801) 295-3477, at least 24 hours in advance of the meeting. The Agency reserves the right to modify the sequence of agenda items in order to facilitate special needs or provide greater efficiency.

The full agenda packet and backup materials can be found on the Centerville City website at:

<https://centervilleutah.gov/129/Agendas-Minutes>

A. ROLL CALL

B. BUSINESS ITEMS

Business action or discussion items to be considered.

1. CenterPoint Budget Presentation and Report
Annual budget presentation from CenterPoint Theatre
2. Transfer of Remnant Properties - Parrish Lane & 400 West Intersection Project
Consider the transfer of two RDA parcels as part of the Parrish Lane & 400 West Intersection Project

C. MINUTES

Minutes of prior meetings may be reviewed and accepted. Minutes review and approval shall comply with the Centerville City Minutes Approval Policy.

1. Minutes Review and Approval
September 6, 2022 RDA Minutes

D. ADJOURNMENT

CERTIFICATE OF POSTING

I hereby certify that this notice and agenda was posted at Centerville City Hall, published on the Utah Public Notice Website, and provided to a newspaper or media correspondent in accordance with the requirements of the Utah Open and Public Meetings Act, including, but not limited to, provisions of Utah Code § 52-4-202.

**Jennifer Robison
Centerville City Recorder**



REDEVELOPMENT AGENCY

Staff Report
11/15/2022

Item No. 1.

Title: CenterPoint Budget Presentation and Report

Initiated By: Jansen Davis, CenterPoint Legacy Theatre

Staff Representative: Brant Hanson, City Manager

SUBJECT:

Annual budget presentation from CenterPoint Theatre

RECOMMENDATION:

BACKGROUND:

According to the Lease Operating Agreement, "The Association shall submit their prepared budget to the RDA and ACB by November 25th... The RDA and ACB shall have until December 10th to review the budgets and to submit any recommended changes to the Association. The final Annual Budgets, as reviewed by the RDA and ACB, shall be adopted by the Association by December 20th of each year."

ATTACHMENTS:

1. 2023 Budget Proposal Summary
2. CenterPoint Theatre Reserve Fund Report
3. 2023 Five Year Maintenance Plan
4. RDA presentation for 2023
5. 2023 Facilities Expense Budget

CenterPoint Legacy Theatre Budget		2023 Summary	2022 Budget	Change	% Change
Prepaid Equity (savings from prior years)		256,241	29,500	226,741	
Season Ticket Revenue		980,000	962,000	18,000	
Single Ticket Revenue		630,000	472,500	157,500	
Encore Memberships		-	3,000	(3,000)	
Ticket Exchange Fees		-	-	-	
Show Sponsorships		96,000	63,000	33,000	
Season Sponsorships		127,000	217,000	(90,000)	
Leishman Hall Revenue		22,000	21,000	1,000	
Leishman Hall Misc Revenue		-	-	-	
Academy		820,235	569,015	251,220	
Rentals		20,580	19,750	830	
Concessions		70,000	70,000	-	
Friend to Friend Ticket Sales		8,000	8,000	-	
Annual Fundraising Gala		100,000	125,000	(25,000)	
Events (Concerts/Community)		10,000	10,000	-	
Miscellaneous Income		-	-	-	
In-Kind Revenue		-	-	-	
Total Operating Revenue		\$ 3,140,056	\$ 2,569,765	570,291	22.19%
Barlow Theatre (Direct Costs)		773,883	584,890	188,993	
Leishman Hall		20,448	18,728	1,720	
Academy		506,689	410,933	95,756	
Rental Expenses (Facility, Costume, Props)		13,438	12,188	1,250	
Concessions		59,431	52,448	6,983	
Production Overhead Costs		565,269	443,212	122,057	
Total Direct Costs		\$ 1,939,156	\$ 1,522,399	416,757	
Marketing		250,873	191,969	58,904	
Development		170,855	177,372	(6,517)	
Box Office		156,872	131,044	25,828	
Administrative		335,027	299,948	35,079	
Facilities		452,474	394,108	58,366	
Total Admin Expenses		\$ 1,366,100	\$ 1,194,441	171,659	
Total Operating Expenses		3,305,256	2,716,840	588,416	21.66%
Depreciation		78,000	65,344	12,656	
Projects Paid with Savings		-	-	-	
Total Expenses		\$ 3,383,256	2,782,184	601,072	21.60%
Net Income From Operations		(243,200)	(212,419)	(30,781)	14.49%
Other Non Operational Items:					
Individuals and Small Corporation Donations		27,600	29,600	(2,000)	
Foundations/Corporations/Grants/RAP Tax		206,000	217,860	(11,860)	
Total Donations		\$ 233,600	247,460	(13,860)	-5.60%
Interest Earnings		9,600	6,000	3,600	60.00%
Net Income		\$ (0)	\$ 41,041	(41,041)	-100.00%
Other Items:					
Maintenance reserve funding		31,401			Based on 1% of revenue
Operation reserve funding		-			
		(31,401)	41,041		

CenterPoint Theatre Reserve Fund Report

11/17/2022

The board has approved \$100,000 to be added to the Maintenance and Operation Reserve Funds respectively. This will be done before the end of 2022.

Estimated balance after deposit:

Maintenance Reserve Fund = \$575,034

Operations Reserve Fund = \$405,905

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

CPT – 2023 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
 - Commercial Flooring Service has been contracted to replace the carpet throughout the building during the last week of 2022 and the first week of 2023

Lobby Furniture

- Lobby Furniture is cleaned 2+ times yearly
- Replacement is planned – 2023

Light Fixtures

- Bulbs are replaced as needed

Seating

- Main Stage Seats are cleaned 1+ times yearly
- Leishman Hall Seats are cleaned 1+ times yearly
- Repairs are made as needed

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 – 2027
 - Draperies are inspected and cleaned of dust annually

Rehearsal Halls

- 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
 - Next assessment - 2025

Handicapped Doors

- Repairs are done as needed
 - Next Professionally inspected – 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

CPT 2022 Season Report

- For most of the 2022 season it was back to normal regarding Pandemic Safety Protocols.
- We did experience some challenges with cast members being sick with Covid during the early summer. We managed it well and kept the general public safe.
- Some uncertainty continued to persist during the 2022 season regarding Covid, but looking back, the year felt mostly normal, again.
- As for Main Stage, Academy and Leishman Hall production the year went as expected.
- Our Friend-to-Friend program started again with caution and over the year has grown again in activity.
- Other community programs and events are also coming back online.
- We are pleased to see the retention of season ticket holders, sponsors, foundation/corporate supporters
- We are incredibly grateful for the support!

CPT 2023 Season

- Our Budget is based on reasonable but conservative revenue estimates and expenses based on current rates.
- It includes the rate increases for lease and other contracted maintenance services
- We are still not completely sure whether the current cost increases will continue or begin to settle.
- The budget comes in at a deficit, but with the uncertainty mentioned above, we chose to use saving to balance the budget. This will give us another year to see how the economy reacts.

The RDA is to approve the facilities portion of our budget.

Facilities Budget - 2023														
	Account Description	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
9100	Safety Expense	-	-	500	-	-	500	-	-	500	-	-	500	2,000
9250	Contract Repairs & Maintenance	700	820	700	700	820	2,300	700	820	700	700	700	820	10,480
9260	Repairs & Maintenance	1,700	1,700	2,155	1,700	1,700	2,155	1,700	1,700	2,155	1,700	1,700	3,155	23,220
9320	Janitorial Expense	7,650	7,650	7,650	7,650	8,950	7,650	7,650	7,650	10,150	8,650	7,650	7,650	96,600
9325	Janitorial Supplies	800	800	800	800	800	800	800	800	800	800	800	800	9,600
9355	Water/Sewer/Trash	1,460	1,710	660	410	410	410	1,710	410	410	660	410	660	9,320
9360	Gas	3,000	3,000	2,000	1,300	1,100	600	600	400	600	1,500	1,800	3,000	18,900
9380	Electricity	4,000	4,000	4,700	4,700	5,700	6,500	7,800	6,800	6,900	4,500	4,000	4,000	63,600
9400	HVAC	6,200	1,000	1,000	1,000	1,000	1,000	6,200	1,000	1,000	1,000	1,000	1,000	22,400
9405	HVAC Contract	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
9460	Lamps/Ballast/Fixtures	400	400	400	400	400	400	400	400	400	400	400	400	4,800
9520	Equipment Expense	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
9580	Seat & Paver Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
9600	Facility Lease Expense	8,079	8,079	8,079	8,079	8,079	8,079	8,079	8,079	8,079	8,079	8,079	8,079	96,954
9640	Miscellaneous	300	300	300	300	300	300	300	300	300	300	300	300	3,600
9740	Grounds/Snow Removal/MTC	2,500	2,500	2,000	4,500	7,500	2,500	2,000	2,000	2,000	4,500	2,500	2,500	37,000
	Total Budgeted Expenses	\$41,289	\$36,459	\$35,444	\$36,039	\$41,259	\$37,694	\$42,439	\$34,859	\$38,494	\$37,289	\$33,839	\$37,364	\$452,474

**REDEVELOPMENT
AGENCY**
Staff Report
11/15/2022

Item No. 2.

Title: Transfer of Remnant Properties - Parrish Lane & 400 West Intersection Project

Initiated By: Kevin Campbell, City Engineer

Staff Representative: Kevin Campbell, City Engineer

SUBJECT:

Consider the transfer of two RDA parcels as part of the Parrish Lane & 400 West Intersection Project

RECOMMENDATION:

BACKGROUND:

There are two RDA parcels that need to be transferred as part of the Centerville City Local Government - Parrish Lane & 400 West Intersection Project:

Tax ID – 02-024-0082 (on west side of 400 West along the Zion's property) 0.04 AC - This piece will become City ROW along 400 West Street

Tax ID - 02-024-0080 (along Parrish Lane at SE corner of MTC property) 0.03 AC - This piece will be UDOT ROW along Parrish Lane

These are likely remnant or left over pieces from the Corporate Park Subdivision.

The valuation for both pieces combined is \$3,918

ATTACHMENTS:



REDEVELOPMENT AGENCY

Staff Report
11/15/2022

Item No. 1.

Title: Minutes Review and Approval

Initiated By:

Staff Representative:

SUBJECT:

September 6, 2022 RDA Minutes

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

1. 9-6-22 RDA Minutes

Minutes of the **Redevelopment Agency of Centerville** meeting held Tuesday, September 6, 2022 at 5:30 p.m. with participants present at Centerville City Hall, 250 North Main Street.

DIRECTORS PRESENT

Gina Hirst
William Ince (arrived at 5:39 p.m.)
George McEwan
Robyn Mecham, Vice Chair
Spencer Summerhays
Clark Wilkinson, Chair (arrived at 5:44 p.m.)

STAFF PRESENT

Brant Hanson, RDA Executive Director
Lisa Romney, City Attorney
Jennifer Robison, City Recorder
Jacob Smith, Administrative Services Director
Paul Child, Centerville Police Chief
Lt. Allen Ackerson, Centerville Police Department
Bryce King, Community Services Manager

Vice Chair Mecham called the meeting to order at 5:38 p.m. Director Ince arrived at 5:39 p.m.

PORTER-WALTON CRA UPDATE AND AMENDMENTS TO INTERLOCAL AGREEMENTS

Administrative Services Director Jacob Smith provided an update regarding the Porter-Walton CRA, and presented amendments to Interlocal Agreements requested by Davis County, South Davis Sewer District, and Weber Basin Water Conservancy District. Davis School District, South Davis Metro Fire Service Area, and Weber Basin Water Conservancy District (with amendments) already approved the Interlocal Agreements. Mr. Smith said he anticipated South Davis Recreation District would approve the Interlocal Agreement at an upcoming meeting, and said he had not yet received a response from the Davis Mosquito Abatement District.

Director Hirst **moved** to approve Resolution No. 2022-02 revising Interlocal Cooperation Agreements between the RDA and Davis County, South Davis Sewer District, and Weber Basin Water Conservancy District. Director Ince seconded the motion, which passed by unanimous vote (5-0).

MINUTES REVIEW AND APPROVAL

Minutes of the August 16, 2022 RDA meeting were reviewed. Director McEwan **moved** to accept the minutes as recorded. Director Ince seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 5:47 p.m., Director Ince **moved** to adjourn the RDA meeting. Director McEwan seconded the motion, which passed by unanimous vote (5-0).

Brant T. Hanson, RDA Executive Director

Date Approved