

MINUTES OF THE REGULAR MEETING OF THE
WALTER GERRELLS CIVIC CENTER ADVISORY BOARD
LIBRARY ANNEX
101 S HALAGUENO
TUESDAY, DECEMBER 6, 2016 AT 6:04 PM

Voting Members Present: Steve Sauer
Damien Capello
Todd Hyden
Linda Wiggins
Mark Barela
Kristopher Walls

Voting Members Absent: Robert Young

Ex-officio Members Present:

Ex-officio Members Absent: Dale Janway, Mayor
Steve McCutcheon, City Administrator
Jason Shirley, City Councilor

Others Present: Curtis McKinney, Manager
Steve Hendley, Director of Sports & Recreation
Jason Burns, Projects Engineer (arrived at 6:20pm)

Others Absent:

1 ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:

Meeting was called to order at 6:04 pm by Steve Sauer, Chairperson. It was determined there was a quorum.

2 APPROVAL OF AGENDA: The motion was made by Mark to approve the agenda Todd seconded the motion. The vote was as follows: Yes –Capello, Hyden, Wiggins Barela, Walls, Sauer No – None Absent – Young

3 APPROVAL OF MINUTES FOR REGULAR MEETING OCTOBER 4, 2016 - The motion was made by Damien to approve the minutes for the October 4 regular meeting Mark seconded the motion. The vote was as follows: Yes – Capello, Hyden, Wiggins, Barela, Walls, Sauer No – None Absent – Young

4 BOARD MEMBER UPDATE: Steve S. told the board that he and Councilor Shirley have been working on raising the security deposit for the center. Steve said right now it's on Mr. McCutcheon desk. Steve said he thought the board just needed to talk to the City about getting the amount changed but it's not. It doesn't just go straight forward for City Council approval.

Those fees have been set in place, and before making any changes they have to be published for public comment for a 30 day period, since we're raising a fee structure. Then it can go to City Council for approval. So the earliest we can look at raising the fees would be February.

Damien asked when the discussion began about raising the fees. Steve said it has come up a few times, we probably mentioned it around September. Curtis said he brought it up because he has a regular fee for those who rent the place and a higher one for those who planning on having alcohol at their event. Damien said he just wanted to basically comment on the length of time it has taken to raise the fees. Steve S. said it is partially his fault as he is still trying to learn the ropes on how to get things done.

Steve H. gave a brief report on the repairs to the Center. He thinks the city is closer to making an agreement with the insurance company. He also believes they are close to having to go out and get bids on the repairs and the insurance company will then pay for them. Jason said they have the designs with the architect, who is designing the repairs. The plans are about 70% complete and they should be done and ready for bid after the first of the year. Jason said they still do not have an agreement with the insurance company. He explained to the board that where the electrical circuits were at is where the building collapsed. We have to bring the building up to code because we will not be able to get a building permit until we bring the rest of the building up to code. Jason said he is trying to bring the building up to code. That is one of the issues he is having with the insurance company. The insurance adjuster has not agreed nor disagreed. So right now, we're just waiting for a response. Jason said the insurance has agreed to pay the architect, and the city has received a check for the renewed service to the Annex.

Steve S. told Jason the board had a concern after looking at the drawings that Councilor Shirley presented to them. The board believes the cost to replace the seating was extremely overpriced. Jason said because they are looking at updating the seats to padded seats. Steve S. said the board also wanted to make sure they were kept in the loop about the repairs and the decisions being made to the Center. Jason said of course, he will listen to any comments and suggestions the board has.

Steve S. said the board discussed having conference rooms or meeting places and eliminating some seats. Jason said he thinks the idea of having a multipurpose room is a great idea. He said you can put up dividers to make conference rooms, and when you need the space for events take the dividers down. This opens up the center for lots of different options for rental use. Steve S. said last time he talked to Mayor and Mr. McCutcheon they both liked the idea on the upgrades. Someone asked Jason if he spoke to the contractor who redid the flooring in the Annex on how easily it is scratched. Jason said yes he did and the only answer he got was that is the flooring we agreed to.

Steve S. asked about the progress on the office space for Curtis. Steve H. said it is on the long list for the city construction crew; he will check and try to get a timeline. Curtis mentioned it shouldn't be a long project; they already have the supplies so it should take too long.

Mark asked about the tables the city was supposedly buying for the center. Mark said the tables are in terrible shape. Steve H. said he would check on it. Curtis said that the city brings out

tables and chairs when the Mayor has events and instead of leaving them at the center for use, the city picks them up and returns them to storage until the next event.

5 **OTHER COMMENTS AND QUESTIONS:** Curtis gave an update on the events at the center. He stated that Mosaic will be having their annual Christmas party. Right now there is nothing scheduled for the holidays. There is a New Year's Eve party scheduled. In January there's a circus coming, it's not a big one but it should draw in a good crowd. Every weekend in January booked. He is currently talking to a gentleman that does Martial Arts who might be interested in doing classes during the week. He is hoping in January to go to Lodger's Tax to get funding for advertising. He said the center is booked all the way through March. Curtis said he has been getting a lot of calls from groups wanting to come back to Carlsbad, except the Annex is not big enough. Curtis said he has also been talking to Steve Trevino again and he wants to come back. He is hoping to get something set up soon.

Curtis said most of the booking has been moved to online, so when he gets calls he just directs them to the website and they can find everything they need to rent the center on the website. He said he purchased a lift, and for an additional fee people can rent it to use it for decorations, which he has listed in the contract.

Mark asked about the sign out front, when would it be functional again. Curtis said he wasn't sure what they were doing about the sign. He said he was considering going to Lodgers' Tax to request money for a new sign. Steve S. asked if Curtis could get some options for the board to look as far as costs and the different sizes.

6 **ADJOURNMENT:** The meeting was adjourned at 7:05



Chairperson

1-3-17

Date