

MINUTES OF THE REGULAR MEETING OF THE
WALTER GERRELLS CIVIC CENTER ADVISORY BOARD
CIVIC CENTER ANNEX
4012 NATIONAL PARKS HWY
TUESDAY, SEPTEMBER 5, 2017 AT 6:00 PM

1 ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:

Meeting was called to order at 6:00 pm by Steve Sauer, Chairperson. It was determined there was a quorum.

Voting Members Present: Steve Sauer, Chairperson
Damien Capello
Linda Wiggins
Todd Hyden

Voting Members Absent: Mark Barela
Robert Young
Kristopher Walls

Ex-officio Members Present:

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

Others Present: Curtis McKinney, Manager
Steve Hendley, Director Sports & Recreation
Jason Shirley, Councilor (arrived at 6:07pm)
Jason Burns, Projects Engineer (arrived at 6:16 pm)

Others Absent:

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

3 APPROVAL OF MINUTES FOR REGULAR MEETING AUGUST 1, 2017 - The motion was made by Todd to approve the minutes for the August 1st regular meeting Damien seconded the motion. The vote was as follows: Yes –Sauer, Capello, Wiggins, Hyden No – None Absent – Barela, Young, Walls

4 DIRECTOR UPDATE ON REPAIRS: Steve Hendley said Jason Burns was on his way he would have more information on the repairs. Steve said they are still shooting for a completion date of October.

5 DISCUSS & APPROVE TO RECOMMEND CHANGES TO MANAGEMENT CONTRACT: Steve Sauer said Damien was unable to attend the meeting with the city but he and Robert were able to. Steve said the board still needed to meet to discuss the changes to the contract. Steve S recommended too table this item until the board can review the contract. He will contact the other board members to set a Special Meeting date. Steve S made a motion to table this item Todd seconded the motion. The vote was as follows: Yes – Sauer, Capello, Wiggins, Hyden No – None Absent – Barela, Young, Walls

6 MANAGER'S REPORT: Curtis said things are going slow. It's busy every weekend up until January. In October we have the big Tattoo Festival, the Mayor's Prayer Breakfast, and the Oil & Gas Summit. Curtis said there is still a lot of work to be done to the auditorium if it's going to be ready for October. Curtis said he thinks the fire suppression needs to be looked at as well as the electrical. He reminded the board the electrical needed to be brought up to code before the Annex could be reopened. The electrical issue has been going on for a while even before the collapse of the auditorium. He said hopefully Jason will have an answer.

Councilor Shirley confirmed to the board that the sound and lighting funds have been approved. It needs to be order quickly; Curtis said the sound board is a 10day build and it will also take some time to get the curtains in. He told the board last time it took at least 5 weeks.

Jason B. said the contractors are working every day they are trying really hard to get the auditorium open for the Mayor's Summit. Councilor Shirley asked Jason about ordering the sound system, he replied we will have to bid it out. Jason said he would work on getting the curtains order. Jason said there is a contingency plan in place if the auditorium is not ready to open in October, Curtis and him have been discussing getting the portable stage they used at CavernFest. Curtis asked does it make a difference if the curtains are ordered from the same place, would that speed up the process. Jason B. said that might qualify them as a Sole Source, since you have to match the curtains and the rods.

Damien asked Jason B. If the electrical had to be replaced in the Annex, to pass inspection, how is the auditorium going to pass if the electrical hasn't been addressed? Jason said they had to contact the state and show them their code book state is your repairing and replacing, it doesn't have to be brought up to code. He said the city submitted a set of plans to the state inspector which they have to review and approved to reconstruct. So it's in the plan and they can't come back and change it.

Jason B. told the board they made a few changes. He is replacing all the carpet, he added top to bottom cleaning, they added some plumbing issues, they added some concrete to put the HVAC units on so they're not on a thin piece of concrete. One issue has slowed them down, on the back wall was damaged it wasn't included on the insurance.

Councilor Shirley asked Jason, so the city decided on carpet. Jason said, yes to avoid an issue with acoustics and grip. He asked the board do you want to change it, it's not too late. Jason said the cost is about the same, so if the board wants concrete he can change it. Jason said they will be the carpet tiles, so if one needs to be replaced you can just pop that one out and replace it. He said the next project needs to be the Lobby.

7 **ADJOURNMENT**: The meeting adjourned at 6:40 pm



Chairperson

10-7-17

Date