

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

**1 ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:**

Meeting was called to order at 6:02 pm by Steve Sauer, Chairperson. It was determined there was a quorum.

Voting Members Present: Steve Sauer, Chairperson  
Linda Wiggins  
Damien Capello  
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  
Jason Shirley, Councilor

Others Present: Curtis McKinney, Manager  
Steve Hendley, Director Sports & Recreation

Others Absent:

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

**3 APPROVAL OF REGULAR MEETING MINUTES FOR NOVEMBER 7, 2017** - The motion was made by Todd to approve the minutes for the November 7, 2017 regular meeting Damien seconded the motion. The vote was as follows: yes –Sauer, Wiggins, Capello, Hyden, No – none Absent – Barela, Walls, Young

**4 DIRECTOR UPDATE ON REPAIRS** –Steve H. reported Kristopher Wall has moved and is no longer on the board and asked the board to think of whom they would like to recommend to the Mayor to replace him. The RFP for the Management should go out at the

latest this coming Friday. Todd asked when the City would be making a decision on that. Steve S said usually Bids are out for 30 days. He said maybe around mid-January. Steve H. said he would check on it. The Bid for the sound system should also go out this Friday. Curtis asked about the status on the Auditorium. Steve H. said there were only a few items left for repairs. It shouldn't be too much longer.

Curtis said everything looks nice. Steve S asked about the transition from the stage to the back stage. Curtis said that was fixed. Curtis said what he really doesn't like is they painted the floor black and it always looks dirty. He would have preferred maybe a gray. Steve S. said they did ask to see the plan prior to the work but the board didn't get that chance.

**5**     **MANAGER'S REPORT -**     Curtis said that after the work is completed, some electrical work still has to be done. He said some electrical power drops will need to be put in for when Bands come, a few 220's, up front there is no electrical; some will need to be added in the ceiling above the stage. Curtis said he continues to schedule shows, regardless of whether he is there or not things need to keep moving. He has been talking with Oasis Church about reserving the center on a weekly basis. He has been receiving calls from other companies wanting to reserve the center for meetings.

Curtis said since the sign has been put up, he's getting a lot more calls. Curtis said he has heard the city has a sign somewhere that is supposed to be put up at the Airport. He is asking if it could be put at the Center. Steve H. said it is still going to be placed at the Airport and suggested to Curtis he could go to Lodger's tax to get funding for a new sign.

Curtis said he has been involved with the Center for a while, first with Robert and then as a Manager. He Thanked Steve for all his help. Steve H. said John Lowe will be replacing him. The Department will be combined with Arts & Culture and will be called Community Development.

**6**     **ADJOURNMENT** – The motion was made by Todd to adjourn the meeting Linda seconded the motion. The vote was as follows: Yes – Sauer, Wiggins, Capello, Hyden No – None Absent – Barela, Walls, Young. The meeting adjourned at 6:24 pm

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Chairperson

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Date