



DELTA CITY COUNCIL

Local Building Authority Meeting

Thursday, March 06, 2014

Delta City Building Council Chambers

76 North 200 West

Delta, Utah

PRESENT

President Gayle Bunker

Board Member Robert Banks

Board Member Steven Pratt

Board Member Kiley Chase

Board Member John Niles

ABSENT

Board Member Betty Jo Western

Also Present

Local Building Authority Secretary Greg Schafer

City Attorney Todd Anderson

President Bunker called the meeting to order at 8:07 p.m. He stated that notice of the time, place and the agenda of the meeting had been posted at the City Building, on the Utah Public Notice website, the Delta City website, and had been provided to the Millard County Chronicle-Progress and to each member of the Local Building Authority Board at least two days prior to the meeting.

MINUTES

The proposed minutes of the Local Building Authority Board held February 20, 2014 were presented for consideration and approval. Following a discussion, Board Member Robert Banks MOTIONED to approve the minutes of the LBA meeting on January 16, 2014 as presented. Board Member Steven Pratt SECONDED the motion. President Bunker asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed with Board Members Robert Banks, Board Member Steven Pratt, Board Member Kiley Chase and Board Member John Niles voting in favor, and Board Member Betty Jo Western being absent.

BUSINESS

Community Center Building Update

President Bunker stated that the City Crew met at the Community Center and unpackaged and stacked chair and tables onto the new carts and onto the floor. The restrooms, President

Bunker reported, are fully functional now, and as part of Westland's contract they had been cleaning up after construction. The petitions are complete President Bunker stated, but they need to be put up by someone who knows how to do it. A 30 day occupancy permit has been required. There was some concern by the building inspector regarding the drain between the building and the sidewalk which will be followed up on. The Chamber Social will be held in the building next week, President Bunker reported. The keys were turned over to President Bunker. Delta Auto & Appliance did have two fridges on stock and available. Counter tops are complete and the furniture is delivered. President Bunker received a few bids for the Sound System, but is putting that on hold for a while. Janitorial equipment needed to be purchased soon, President Bunker informed. \$1,860.00 is the installed price for the bid from Tolley's for the window coverings, and President Bunker wanted to proceed with the bid for the blinds. Board Member Steven Pratt stated that we need to follow purchasing policy on this item. President Bunker replied that he would make some calls regarding the bid for the window coverings, but would prefer to support our local businesses. Board Member Steven Pratt MOVED to approve the purchase of the window blinds up to \$1,860.00 and subject to getting one more bid. Board Member Robert Banks SECONDED the motion. President Bunker asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed with Board Members Robert Banks, Board Member Steven Pratt, Board Member Kiley Chase and Board Member John Niles voting in favor, and Board Member Betty Jo Western being absent. President Bunker stated that Randy Morris and Rebecca Peterson were making plans to use dry landscaping and rock. CentraCom would bring over a crew to help with this venture as a community project. President Bunker asked if the Board had any ideas regarding the piano. The Board had a discussion about purchasing a piano and then they wondered if they could find someone who might want to donate the piano.

Facility Use Policies and Procedures and Rental Fees

City Attorney Todd Anderson brought some examples from other cities regarding Facility Use Policy. Attorney Anderson suggested that they make a policy and put the fees onto the fee schedule separate from the policy. Regarding deposits, Attorney Anderson stated, it needs to be high enough to cover cleaning and damages. Mr. Anderson referred to Farmington City's policy as an example. There was a discussion regarding the policy, the different rates, key control and other options including liability insurance and deposit timelines. There was a discussion on prohibitions. It was suggested that each third of the large room would be \$50.00 and the room as a whole \$150.00, and each board room at \$25.00 and all at an hourly rate. Also resident/nonprofit less than business. Board Member John Niles made a MOTION to approve the rates on the Community Center being: \$200.00 building deposit, \$200.00 for building, \$25.00 for the board room, \$50.00 for the 1/3 section of the great room, \$150.00 for the whole great room and lobby access; for noncommercial, and \$10.00 more for commercial all at a

calendar day rate. Board Member Robert Banks SECONDED the motion. . President Bunker asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed with Board Members Robert Banks, Board Member Steven Pratt, Board Member Kiley Chase and Board Member John Niles voting in favor, and Board Member Betty Jo Western being absent.

Other Business

President Bunker asked the Board's opinion on an open house date for the Community Building. There was a discussion by the Board where they decided upon an open house date of March 29th from noon until 8:00 p.m. with light refreshments. There was a discussion regarding a ribbon cutting for the building on the same day before the open house.

There being no other business, President Bunker asked if there were any comments, questions, or other items to be discussed. There being none, Board Member Robert Banks MOVED to adjourn the meeting. The motion was SECONDED by Board Member John Niles. President Bunker asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed with Board Members Robert Banks, Board Member Steven Pratt, Board Member Kiley Chase, Board Member John Niles voting in favor and Board Member Betty Jo Western being absent. President Bunker declared the meeting adjourned at 9:52 p.m.

GAYLE K. BUNKER, President

GREGORY JAY SCHAFFER, MMC, LBA City Recorder

MINUTES APPROVED: 04-03-2014