



**Civic Auditorium Committee Meeting Minutes
Wednesday, January 10, 2018**

The Civic Auditorium Committee of the City of Idaho Falls met in a regular committee meeting, Wednesday, January 10, 2018, at the Municipal Services Director's Office, located at 308 Constitution Way, Room 200, in Idaho Falls, Idaho at 1:30 p.m.

In Attendance:

Arthur Kull, Civic Auditorium Committee Member
Anne Staton-Voilleque, Civic Auditorium Committee Member
Carrie Scheid, Civic Auditorium Committee Member
Bonnee Taggart, Civic Auditorium Committee Member
Deidre Warden, Civic Auditorium Committee Member

Others Present:

Mayor Rebecca Casper
Pam Alexander, Municipal Services Director
Chandra Witt, General Services Administrator
Ed Morgan, Civic Auditorium Manager
Stephanie Walker, General Services Office Assistant
Brad Cramer, Community Development Services Director
Alekszandria Peugh, Executive Director, Idaho Falls Symphony
Brad McKinsey, McKinsey Management Services, Inc.
Kevin Trevellyan, The Post Register

Absent:

Brandi Newton, Executive Director IF Arts Council

The meeting was called to order by Arthur Kull at 1:31 p.m.

Review of Meeting Minutes from Wednesday, December 13, 2017:

- The Committee was informed that the minutes weren't completed at this time for their review due to some unfortunate events but will hopefully be ready for review by the next meeting.

Public Comment:

- Brad Cramer from Community Development Services indicated that Fred Walters who is a historical architect with the Idaho Heritage Trust is still planning on



**Civic Auditorium Committee Meeting Minutes
Wednesday, January 10, 2018**

coming to the Civic for a tour to help highlight the historical features of the building. Pam Alexander commented that she had talked with Mr. Walter's staff and is awaiting an email back as to when he might be available to come out this way for that tour.

Civic Auditorium Phase I Renovation Discussions:

- Brad McKinsey, Pam Alexander, Chandra Witt & Ed Morgan met yesterday at the Civic Auditorium with Matt Bradley of Bradley Engineering who is an electrical engineer to go over the lighting at the Civic. Matt Bradley has worked on a lot of the lighting in the past at the Civic and is familiar with the electrical/lighting system. Matt is going to get a proposal to Chandra with prices for the lighting plan so the Committee will have an idea of the lighting will cost and can determine cost effectiveness vs. budget as there are quite a few lighting upgrades being requested.
- Brad McKinsey indicated that the Scope of Work for the Auditorium really needs to be defined as he is still trying to get a handle on what "the little things" are. Brad doesn't want anything to be forgotten when the time comes so we aren't redoing any work in the short construction time frame and to also prevent costly change orders.
- The seats are the biggest concern and most critical right now. Brad indicated that we need to get the seating companies over to the Civic and have it measured as soon as possible. Chandra informed the Committee that there are two (2) companies currently on the GSA contract that we can request to submit bids. Ed indicated that Wenger not only sells seats and pit covers but that they sell battens for orchestra shells as well as wall coverings to help with acoustical issues.
- Ed has been in contact with a representative from Wenger and he will be here the week of the 20th to measure the seating for the auditorium. Ed has spoken with a representative from Irwin Seating Company and they are supposed to be getting back to him about a time to come out and measure.
- The Committee really wants to see the options from the Seating Concepts Company. Ed will get in contact with them and see about having a representative come out and measure for seats as well.
- The Committee has heard from a reliable source that the seats at the Jerome Wilson Theatre in Rupert are fabulous. Ed indicated he can reach out to them and see if he can get some pictures. Arthur and Anne can take a field trip there if needed to check out their seats. In the meantime, the Committee found a few pictures online and were able to see what the seats looked like.



**Civic Auditorium Committee Meeting Minutes
Wednesday, January 10, 2018**

- The Committee needs to have a final selection of the seats by the middle of February at the latest in order to have the seats here and ready to go by July as most seats take twenty plus (20+) weeks to be produced and delivered. The Committee along with Carol Johnson decided that they want the Motif design on the aisle end of the chairs. They decided they want the pale wood on the backs and arms of the chair and not the black plastic as the wood not only looks classier but will be easier to touch up with any nicks and dings whereas the plastic won't be. The Committee definitely wants them to have drink holders whether it be on the arm rests or attached to the backs of the chairs.
- Roger Warner was also at the meeting yesterday at the Civic. He didn't see any issues of concern containing possible asbestos. He did take a few samples of the tile and is going to send it to the lab for testing to confirm one way or the other. Brad McKinsey indicated that the safest bet in order to avoid any issues of possible asbestos would be to put the new vinyl over the existing vinyl. We would have to contact a person who specializes in putting up vinyl to make sure there is a strong enough glue that the new vinyl would be able to adhere to the old as the glue that is made now versus back when the original vinyl was placed is more environmentally friendly and may not have as much of a hold compared to what was used back in the 1950's. Due to the fact that the new vinyl doesn't come in the same length as the old vinyl, the carpet on the floor will probably have to come up a little on the wall to compensate the difference of the lengths of the vinyl.
- Carol Johnson is designing the covers for the speaker grills and it will be the same design as the metal work on the outside of the building. Carol wants to see them painted the gold color that was chosen as part of the color palette. There is an option of reaching out to local cabinetry companies to see if they would want to build and donate the covers for the speaker grills. If the committee goes that route, they would have to make sure that the cabinetry company understands that they would need to be built and completed by the September 30th time frame.
- The concrete wall in the orchestra pit that is going to be taken down and then replaced with a railing will need to be put in the bid as well. The Committee will have to determine if they want the railing to be metal or wood and will have to consider if there are any arches and which material will be conducive to that area. It will have to be determined if there are any height requirements as far as the railing goes. There is a four (4) inch requirement in between the slats of the railing so that there isn't enough room for a child's head to get stuck.
- Brad pointed out that there is a combination of concrete, wood and metal all up in the balcony and the Committee is needs to decide whether they are going to keep it all the same or change it and decide what paint color is going to go where and how



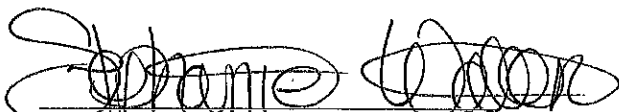
Civic Auditorium Committee Meeting Minutes
Wednesday, January 10, 2018

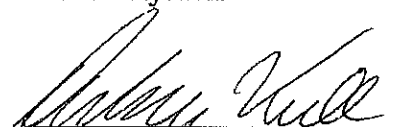
far down the new paint colors are going to go going down the stairs. There are more than one (1) exit and are they going to be clearly defined.

- All of the walls and various sections are going to need to be defined as far as what paint color selection as well. Brad indicated it would be best to have detailed drawings/photographs specifically showing what paint color goes where to so that when the companies bidding on those specific jobs will know exactly where the colors are going and how much paint will be needed.
- Brad discussed that when they were at the Civic he noticed the control booth and how hammered it looked and will need some cosmetic work done to it even if it's something that the City's Building Maintenance Department does to help with costs. Brad pointed out that you don't want to go to all the expense of renovating the Auditorium and then leave minor items/details like the control booth untouched. Again this would be considered one of "the little things."
- Removing the old seating, patching holes, grinding down the bolts from the old seating, etc.... will all need to be part of the bid packet that is put out.
- Acoustics need to be decided on as well before the bid is put out. What are we adding/changing? We may need to consult with someone on this as we need to know if it's something we need to add during this construction phase or if it's something that can be added later without costing more money had we done it during the Phase I construction.
- It was discussed that if asbestos is found either in this phase of construction or in the next phases of construction, maybe the INL or even Portage may be willing to donate their services for removal of the asbestos.
- It was mentioned that an architect will need to be consulted for Phase II and would we like them to be there at the same time as Fred Walters from the Idaho Heritage Trust. It was discussed that at the last meeting we would have Reggie Fuller, Chief Building Official do the tour with Fred Walters and then Reggie would give us his renderings.

The next meeting will be held on Thursday, January 18, 2018 at 1:30 p.m. at the Civic Center for the Performing Arts, 501 S. Holmes Avenue, Idaho Falls, ID 83401.

It was moved by Arthur Kull, Chair and seconded by committee members, that the meeting adjourn at 2:44 p.m., which motion passed following a unanimous vote to adjourn.


Stephanie Walker - Secretary


Arthur Kull - Chair