



**Idaho Falls Civic Center for the Performing Arts Committee Meeting Minutes
Wednesday, March 4, 2020**

Idaho Falls Civic Center for the Performing Arts Committee of the City of Idaho Falls met in a special committee meeting, Wednesday, March 4, 2020, at the Municipal Services Director's Office, 308 Constitution Avenue, Idaho Falls, Idaho at 1:30 p.m.

In Attendance:

Arthur Kull, Idaho Falls Civic Center for the Performing Arts Committee Member
Carrie Scheid, Idaho Falls Civic Center for the Performing Arts Committee Member
Anne Staton-Voilleque, Idaho Falls Civic Center for the Performing Arts Committee Member
Bonnee Taggart, Idaho Falls Civic Center for the Performing Arts Committee Member

Others Present:

Rebecca Casper, Mayor
Jim Freeman, City Council
Pam Alexander, Municipal Services Director
Chandra Witt, General Services Administrator
Ed Morgan, Civic Center for the Performing Arts Manager
Krista McKellip, General Services Office Assistant
Brandi Newton, Executive Director IF Arts Council

Absent:

Deidre Warden, Idaho Falls Civic Center for the Performing Arts Committee Member

The meeting was called to order by Chair Arthur Kull at 1:37 p.m.

Review and Approval of September 4, 2019, Meeting Minutes:

- Chair Arthur Kull called for the approval of the minutes from September 4, 2019. Carrie Scheid motioned for the approval and Bonnee Taggart seconded the motion. Motion carried.

Public Comment:

- None.

Review 2020/21 Proposed Civic Fees and Facility Transaction Fee:

- Pam Alexander provided background on the process for looking over the fees. Pam also advised that there needs to be a conversation regarding the possibility of a transaction fee. Carrie Scheid explained the importance and reason for a transaction fee in relation to the facility fee. There was a discussion regarding the pros and cons as to instigating a facility fee. The committee requested that Brandi Newton from the Idaho Falls Arts Council look into the number of ticket sales in one month. Carrie Scheid also requested that different scenarios be looked at. Look at per ticket, also scaling a facility fee and exemptions. There was a discussion regarding setting



**Idaho Falls Civic Center for the Performing Arts Committee Meeting Minutes
Wednesday, March 4, 2020**

a target of what needs to be raised from the facility fees as well as a breakdown of what maintenance and capital improvement would be. There was also a discussion regarding a marquee fee. The City will be looking into what other facilities are doing to sell space on the marquee. Ed Morgan requested that all events be ticketed for safety reasons. It is important to know how many people are in the building. This will be revisited at the next meeting.

Review Idaho Falls Civic Center for the Performing Arts Conceptual Design Request for Qualifications (RFQ):

- Pam Alexander discussed the purpose and process of the RFQ. Pam advised that they purposefully held off on posting the RFQ as there was one in the process for the Police Station, and she wanted to have as many solid bids available for the Civic project as possible. Pam explained that they included a requirement for a partnership with local firms, so that companies outside of Idaho can submit a bid, but they have to partner with a local firm. Carrie Scheid requested that the costs be clearly separated between phase II and phase III, but not sequential.

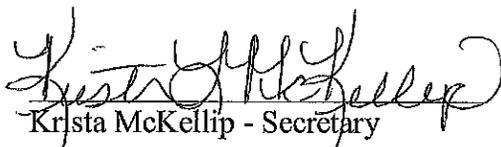
Phase I Renovations Update:

- Ed Morgan advised that 450 of the temporary seats have been purchased. There may be another 1,000 sold this week. Optimistically by June/July all of the seats will be gone. They are going for \$15.00 per seat.
- As far as status, Phase I is complete. The vinyl on the walls is not holding up very well. It is taking some hits as it is not as durable.
- There was a brief discussion regarding drink holders. Drink holders will be revisited when the front of the house is done, and we have more concessions and a coat rack.
- There are still some leg room issues in the balcony, but they are much better.

Civic Foundation Update:

- Carrie Scheid gave a brief explanation of the Exploratory Campaign Committee for the Civic Center for the Performing Arts. They are there to find donors for the completion of the Civic. They already have a little money in the account for the Civic.

The meeting adjourned at 2:43 p.m.


Krista McKellip - Secretary


Arthur Kull - Chair