



**MINUTES OF THE  
SPRINGVILLE CITY ARTS COMMISSION MEETING  
January 30, 2018 7:00p.m.**

**Springville Museum of Art  
126 East 400 South  
Springville UT 84663**

*Commissioners in attendance: Daryl Tucker, Susan Bartholomew, Polly Dunn, Ellen Anson, Julie Ahlborn, Debbie Allred*

*Commissioners excused/absent: Nadine Eastwood, Virginia Ackerson*

*Staff in attendance: Museum Director Dr. Rita Wright*

**CALL TO ORDER**

Mr. Tucker called the meeting to order at 7:11 p.m.

**INVOCATION**

The invocation was offered by Julie Ahlborn

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF THE MINUTES**

The minutes were reviewed and Julie Ahlborn made the motion to accept them; all were in agreement. Debbie Allred said she was excused last meeting and minutes should reflect that.

**CHAIR'S REPORT**

Chair Tucker said \$8500 of the \$33,200 has been distributed—did that include money given to Folk Fest? He personally gave the Playhouse their check and said there will be money if Polly Dunn wants to do a children's performance in the future. A performance of Twelve Angry Men, possibly at the Senior Center, was discussed and it was suggested it might be a good opportunity to bring out new people. The money needs to be used or we might lose the opportunity for city council budget approval in the future.

There was a meeting to discuss the Rivoli which included Troy Fitzgerald and other members of the City staff to talk about what the City's position is on the building's proposed renovations. The Rivoli needs lights, sound equipment, restrooms, dressing and rehearsal rooms and storage. The Rivoli would become a multi-function building which would sublease or hire various acts in rotation under the umbrella of Infinity Rising, Melissa Cannon's LLC. These parties would pay rent which would help Melissa with her payments to the City. Melissa would like to buy Bill Brown's adjacent buildings (recently burned) in order to expand the theatre. She'd be obligated to repair them.

**COMMISSIONERS'/STAFF REPORTS**

Rita Wright said the museum wants to collaborate on a Family History show with the Historical Society and the DUP. Steve Miller is still our city rep (non-voting), and the new Mayor and Council are supportive of the Arts Commission and city projects, and Don Hartley (Utah State Historical Society Architect) has offered to assist with getting grant funds for the preservation of some of the city's historical buildings, including the Historical Society & DUP building at 175 S Main (the old Carnegie

Library). Rita Wright talked about ADA issues and the right person to spearhead the project. Don Hartley knows the building and city well and with work with the State on the city's behalf.

Arlene Bailey has requested a grant of \$1000 for an Easter concert & sing-a-long on March 30 to perform selections from Handel's Messiah at the Spring Creek LDS Stake at 760 North. They held auditions on January 20, will print programs, have a string quartet, volunteers and sponsors. James Moore is the director and success will be based on audience attendance and satisfaction. We've given comparable performances \$500 in the past. Chair Tucker will contact Ms. Bailey and request further information regarding the event including, an itemization of expenditures and explain the difficulties involved in distributing grant funds directly to the LDS Church organization named on the grant application. A reapplication will be suggested with appropriate changes.

As we're missing details on this and other grants, it was decided that we should review the grant and bylaws; Rita said the timing is good as they're trying to streamline and review documents on the city level, too.

Debbie Allred reported that she is working with Mike Swayze who travels, teaches and has taught High School Dance Company about a possible collaboration on a dance program. Mr. Swayze has worked at BYU and would be available to work with teachers and students and is willing to teach kids of different grades and locations.

Polly Dunn added her endorsement of Mr. Swayze remarking that he had been part of an Artist in Residence program in the school district in the past. She has not had any contact with Springville Playhouse since the last meeting and will check with them to see what they might be working on at the present time.

Susan Bartholomew said the DUP is working with some participants in their "Pioneer Family Film Festival." She noted that iPads purchased with Arts Commission grant monies are being used in producing the films.

At Rita Wright's suggestion, she, Daryl, Susan, and possibly other city staff should meet next week to discuss possible building improvements at the SMA and DUP museum buildings. Dr. Wright also reminded the commission that applications for a Utah State Arts and Museum Grants Program are due in mid-February. She also mentioned an upcoming seminar for community arts representatives and encouraged members of the board to let her know of their interest, so she can arrange for funds to cover the costs for attending the seminar. Representatives of the historical society and DUP could benefit from attending and the instruction and networking opportunities could be of great value.

#### **OTHER BUSINESS**

Julie asked Rita for an update on the Rec Center. They did a walk-through, and she said they're installing glass, including the art glass pieces on the building. She said they've set aside money for additional art in years to come. The City will be hiring this month—250 part time jobs, most of which will be working at the new Rec Center.

#### **ADJOURNMENT**

THE MEETING ADJOURNED AT 8:24 P.M.

# Monthly Department Reports

- |   |   |
|---|---|
| <p>1) <b>Administrative Services</b><br/>Community/Public Relations<br/>Economic Development<br/>Information Technology<br/>Volunteer Coordinator<br/>Human Resources<br/>Recorder<br/>Justice Court</p> <p>2) <b>Assistant City Administrator</b><br/><b>Finance Department</b><br/>Accounting<br/>Treasury<br/>Utility Billing</p> <p><b>Springville Library</b></p> <p><b>Hobble Creek Golf Course</b><br/>Golf<br/>Restaurant</p> <p><b>Recreation &amp; Community Events Department</b><br/>Community Events<br/>Pool<br/>Recreation<br/>Senior Citizens</p> <p>3) <b>Assistant City Administrator</b><br/><b>Legal Department</b><br/>Legal<br/>Risk Management<br/>CTC Coordinator<br/>Victim Advocate</p> | <p><b>Department of Buildings and Grounds</b><br/>Cemetery<br/>Facilities<br/>Canyon Parks<br/>City Parks<br/>Urban Forest</p> <p><b>Community Development Department</b><br/>Building<br/>Code Enforcement<br/>Planning<br/>Business Licensing</p> <p>4) <b>Springville Museum of Art</b></p> <p>5) <b>Power Department</b><br/>Distribution<br/>Electrical Operations<br/>Generation<br/>Metering</p> <p>6) <b>Department of Public Safety</b><br/>Ambulance/EMT<br/>Emergency Preparedness<br/>Fire<br/>Police</p> <p>7) <b>Department of Public Works</b><br/>Engineering<br/>Streets<br/>Water<br/>Water Reclamation</p> |
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## Website

This last month, we had over 87,400 pageviews on our website. Of those, 15,796 were on the Library page, 10,799 the main page, 3,944 visited the Clyde Recreation Center page and around 2,500 visited the Recreation, Sports Schedules, and Jobs pages.

The website was updated with the following changes:

- The “SNOW” button was replaced with “RECREATION CENTER” button
- All recreation pages were updated with content to prepare for the CRC opening
- Content updates were made for the Power pages
- Youth City Council and Youth Court pages were updated and forms were pushed live for new applicants
- Recycling pages were updated with new information about acceptable goods

## Instagram

We had 1029 post likes and comments on the 14 Instagram posts we made this month. That is an average of 73.5 for each post. We gained over 20 new followers to put our follower number at 1042 for Instagram. Instagram is one of our fastest growing audiences within the city.

## Facebook

The top posts for this month were the following: CRC Hiring (10,615 post reach), Park Ro-She Throwback (9850 post reach), and the announcement of the FEMA updated maps meeting (5708 post reach).

There were the following additional statistics for Facebook:

- 131,691 Unique users who viewed our posts

- 220,031 post impressions
- 12,557 reactions to our posts
- 114 new page likes

Our Facebook continues to grow at a fast rate. We often get around 3-4 new likes a day. We are almost to 6000 page likes.

## Twitter

We have seen steady on Twitter. We got 7 new followers in the month of March, had 25 posts and retweets about city events and around 6164 tweet impressions. We also had 533 people visit our Twitter page and 13 people mention us on Twitter.

# Library Department Report March 2018

## March Events:

### All-ages Library Programs:

- Family Night: 450 attended
- Grandparents' Tea: 450 attended
- Adult Classes: 142 attended
- Exercise classes: 369 attended
- Chess Tournament: 77 attended
- Latin Carnival: 245 attended

### Teen Programs:

- Teen Night: 134 attended
- Coding Club: 46 attended
- Tech Week: 95 attended

### Children's Programs:

- Storytime Programs: 1,979 attended
- Monday Funday: 404 attended
- Total Programs: 4,146 attended

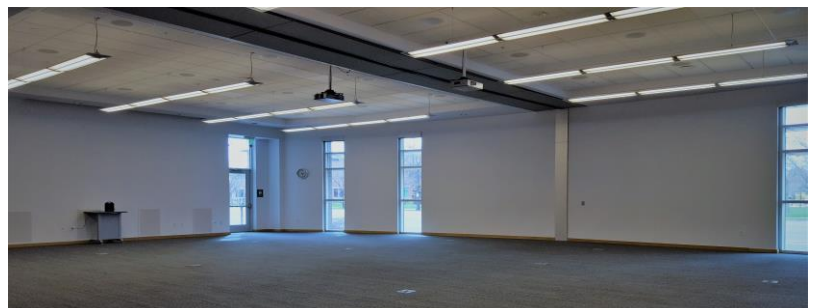
## Coming in April:

- Monday Funday, Mondays 3 pm
- ESL Class, Tuesdays 6 pm
- Spring Break Activities April 2-5:
  - Monday: Movies
  - Tuesday: Legos
  - Wednesday: Crafts
  - Thursday: Board Games
  - Friday: Chess Day
- Mindful Compassion: 4/4 7 pm
- The Greatest Family Night: 4/9 7 pm
- Art City Ukulele 4/14 10:30 am
- Food Sense 4/18 7 pm
- Teen Star Wars Obstacle Course 4/20 6:30 pm
- Tween Night: 4/23 7 pm
- Spanish Children's Literacy Day: 2/28 2-4 pm

## Focus on... Room Rentals

Over the past year, the library has made an effort to highlight and promote the spaces that we rent out to the public. By adding a room rental guide to our website, including pictures, fee charts, and a list of amenities for each space, we are able to maximize our staff time devoted to this. Over the past year, we have more than doubled our rental revenue associated with these spaces.

The library offers three rental options for individuals and groups looking for a venue. The large, open area upstairs boasts an east-facing wall of windows overlooking Hubble Creek, the spacious multipurpose room downstairs comes equipped with modern audio-visual equipment, and the library's board room is perfect for important meetings or private lunches.



**Springville City Buildings and Grounds Department  
Monthly Department Report FY 2018**

**Month: March, 2018**

**Performance Management Statistics**

<b>CANYON PARKS/CITY PARKS: RESERVATIONS &amp; REVENUE</b>						
	<b>FYTD 2018</b>	<b>FY 2017</b>	<b>FY 2016</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>4 Yr. Average</b>
Canyon Pavillions	376	550	506	452	435	485.75
Campsites	673	1007	741	714	638	775
City Pavillions	41	64	75	59	33	57.75
Bartholomew Park Pavillions	107	258	261	87	0	259.5
Pavillion and Campsite Revenue	\$ 95,995.00	\$ 132,200.00	\$ 127,416.00	\$ 123,674.00	\$ 107,060.00	\$ 122,587.50
Bartholomew Park Pavillion Revenue	\$ 2,920.00	\$ 7,625.00	\$ 6,862.00	\$ 2,287.00	\$ -	\$ 7,243.50
Bartholomew Park Parking Revenue	\$ 7,758.40	\$ -	\$ -	\$ -	\$ -	\$ -
Youth Camp Revenue	\$ 900.00	\$ 450.00	\$ -	\$ -	\$ -	\$ 225.00
Field Rental Revenue	\$ -	\$ -	\$ 8,508.00	\$ -	\$ -	\$ -

<b>CEMETERIES</b>						
	<b>FYTD 2018</b>	<b>FY 2017</b>	<b>FY 2016</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>4 Yr. Average</b>
Burials	159	182	177	179	182	180
Cremation Burials	20	19	19	18	21	19.25
Plots Sold	124	110	143	145	142	135
Revenues	\$ 263,050.00	\$ 240,154.00	\$ 270,212.34	\$ 255,889.00	\$ 268,346.00	\$ 258,650.34
Total # of Plots	25,298.00					
Total Plots Sold	21,517.00					
Total Plots Unsold	3,780.00					
Total Plots Occupied	14,084.00					

<b>URBAN FORESTRY</b>						
	<b>FYTD 2018</b>	<b>FY 2017</b>	<b>FY 2016</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>4 Yr. Average</b>
Trees Planted	233	272				
Trees Removed	212	241				
Trees Pruned	355	411				
Stumps Removed	114	43				
Years as Tree City USA	38	37	36	35	34	

<b>FACILITIES MAINTENANCE</b>						
	<b>FYTD 2018</b>	<b>FY 2017</b>	<b>FY 2016</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>4 Yr. Average</b>
Work Orders Completed	809	1192				
Total # Work Orders	951	1952				
Total % Of Work Orders Complete	85%	62%				
Maintenance & Cleanliness Call Backs	0	13				
Down Time (Days)	0	10				

**March, 2018**

Work Orders Derived From:	12		<u>Work Requests</u>	
	51		15	
Current Work Orders:	<u>In Progress</u>	<u>Pending</u>	<u>Completed</u>	<u>Canceled</u>
	1	10	31	0
Work Orders Completed	31			
Down Time (Days)	0			
Cleanliness Call Backs	0			
Total % Of Work Orders Complete	74%			
New Work Orders This Month	27			

<b>STANDARDS &amp; METRICS: Maintenance</b>	<b>Actual</b>	<b>Goal</b>	<b>Total</b>	<b>% Complete</b>	<b>Goal Met</b>
Work Orders Completed on Schedule	31	90%	42	74%	NO
Work Orders Generated Via Inspection	12	50%	27	44%	NO
3 or Less Maint. Call Backs Per Month	0	3	N/A	N/A	YES
Completion of PM's	318	100%	318	100%	YES
Special Projects Completed	0	5%	2	0%	NO

**NOTES FOR THE MONTH:**

The yearly statistics for facilities maintenance updates include both February, 2018 & March, 2018 where the Facilities Superintendent, Joel Bree, was on military leave and could not provide the report for last month. Spring clean-up and preparations for all City properties. Bartholomew Park residential parking passes were made available to the public on April 2, 2018. Charged parking at Bartholomew Park for non-resident will begin on May 1, 2018 and will be in affect until October 1, 2018. The cemetery had 22 burials this month which is the most of any month in the fiscal year.

## Report Criteria:

Business.License Status = ACTIVE License.Approval date = 03/01/2018-03/31/2018

Business Name	Description	Location	License Description	Business Phone	Owner Name
EASY AS THAI	COMMERCIAL LICENSE	151 S MAIN	THAI FOOD AT LEMON AND SAGE	801-885-7560	SUPATCHAYA SMITH
FIX IT ALLMENDINGER	HOME OFFICE REQUESTED	339 E 100 S	HANDYMAN ALL JOBS MATERIALS & LABOR < \$1000	801-623-8645	DAVID ALLMENDINGER
GARY WALKER BECKES	HOME OFFICE REQUESTED	1510 E CENTER ST	ONLINE SALES ON EBAY	801-471-3313	GARY WALKER BECKES
MAIN STREET PIZZA	COMMERCIAL LICENSE	1180 S. MAIN STREET	PIZZA RESTAURANT	801-754-3380	DANIEL E. MELLENTHIN
OLYMPUS TOW SERVICES	COMMERCIAL LICENSE	181 W 900 N	TOWING SERVICES AND IMPOUND YARD	385-602-6703	CARLOS ACOSTA
STICKS AND STEMS FLORAL	HOME OFFICE REQUESTED	309 SOUTH 800 EAST	WEDDING FLORIST	801-717-7305	SADIE MOWER
VICTORY CLEANING UTAH	HOME OFFICE REQUESTED	944 S 1000 E	CLEANING SERVICES FOR RESIDENT	801-376-1517	KARINA LOPEZ RAMIREZ
WHITTY SWEETS	COMMERCIAL LICENSE	151 S MAIN	BAKED GOODS AT LEMON AND SAGE	801-319-5337	WHITNEY MYERS

COMMERCIAL	4
HOME OFFICE REQUESTED	4

<b>Grand Total:</b>	<b>8</b>
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