MINUTES
Mary C. Jenkins Community Center Task Force

Tuesday, November 20, 2018, 7:00 PM
City Hall Administrative Conference Room

Members Present:	Maurice Jones, Chair, Council Member Gary Daniel, Vice-Chair, Council Member Jim Fatland, City Manager David Lutz, Public Works Director Victor Foster, Citizen Member Edith Darity, Citizen Member Karen Darity, Citizen Member Nicola Karesh, Citizen Member Susan Threlkel, Citizen Member
Absent:	Randy Lytle, Citizen Member
Staff Present:	Michael Pratt, City Attorney Denise Hodsdon, Executive Assistant
Special Guests:	Douglas Harris, Harris Architects Jacob Dinkins, Citizen Greg Hunter, Citizen
Media:	None

A. Welcome & Call to Order

Committee Chair Maurice Jones called the meeting to order at 7:00 PM.

B. Invocation

Mr. Foster offered an invocation.

C. Certification of Quorum

Quorum was certified by Executive Assistant Denise Hodsdon.

D. Approval of Agenda

Motion by Ms. Threlkel, seconded by Ms. Karesh to approve the agenda as presented. The motion carried unanimously.

E. Approval of Minutes from October 16, 2018 Meeting

Motion by Ms. Threlkel, seconded by Mr. Fatland to approve the minutes of the October 16, 2018 meeting as presented. Motion carried unanimously.

F. Continued Discussion of Donation of Mary C. Jenkins Community Center Property to City of Brevard

Mr. Jones thanked Task Force members, the Fire Department, Public Works Department and everyone involved with the controlled burn of the former Mary C. Jenkins Community Center building. He thought everything seemed to have moved along smoothly. He noted that there was a great turnout and there is a lot of interest in what is going on there.

City Attorney Michael Pratt reported that the known Mills family heirs have all signed a quitclaim deed. He said we will have to file an eminent domain proceeding against the unknown heirs of the Mills Estate, which he plans to do next week. He advised that we won't have to wait for that to go through the court system; once we file it, we will have ownership of that property. Ms. Killian and the MCJCC Board of Trustees have all signed the boundary line agreement and it just needs signatures of the Mayor and City Clerk. He anticipates that Jacob Dinkins will sign a quitclaim deed for the Harris overlap parcel tomorrow. Mr. Pratt said we should be in good shape for fee simple certification of title, which will allow the City to accept the donation of the community center property from the Trustees and to secure a loan to build the new center.

G. Preliminary Design Discussion

Doug Harris distributed copies of three preliminary design options for the new center for the committee's consideration. He noted that this is the first step in determining the requirements for the building. Each option consists of approximately 4100 square feet and includes a foyer, community room, stage, stage wings/storage, storage for tables and chairs, an office, kitchen, bathrooms, janitor's closet, meeting room(s), and meeting room corridor.

Option #1 includes a 35' x 49' community room, a 16' x 24' stage, and one 12' x 16' meeting room.

Option #2 reduces the size of the community room to 34' x 48', reduces the stage size to 12' x 24' and includes one 12' x 16' meeting room and a second 12' x 12' meeting room.

Option #3 reduces the size of the community room to 32' x 48', keeps the stage size at 12' x 24' and includes three meeting rooms, one at 12' x 16' and two at 12' x 12'.

Each of the three options also includes a covered terrace, an open terrace, and basement with storage and mechanical systems.

There was also discussion regarding the possibility of including movable dividers for the community room, but they would need to be soundproof, which could be expensive. Mr. Harris said if we want to include them it would make sense to put them in the plan now because from a design standpoint, it would be harder to add them in later. If we have them in there now, we can take them out at any point pretty easily.

Mr. Pratt noted that the Red Cross has said we don't have enough qualified emergency shelters in our community. He thinks that if this building contains showers, bathrooms and a kitchen, and 2 rooms to allow for separation of the sexes, that it would qualify as an emergency relief shelter. He suggested that it might be well worth exploring and he will do some research to find out what the requirements are.

Following discussion, it was the consensus of Task Force members that they would like to see a variation of Option #2, which we are calling Option #2.5, by stealing a little more space from the community room in order to make the large meeting room a little larger (something comparable to the Administrative Conference Room at City Hall) with a second smaller meeting room. Mr. Daniel thought that this option might eliminate the need for divider walls.

The last component of the project is parking. Mr. Harris has met with City Planning and they have advised that with most buildings the City ordinance stipulates what the parking requirements are. However, in this case, the building does not fall under a specific category so the Planning Staff has basically turned it back over to us to come to them with a proposal as to how we are going to provide parking and why that layout is adequate. The two components to parking are the number of spaces and where the spaces are located. Handicap accessibility regulations will require a certain number of onsite parking spaces. The UDO allows for offsite parking and also allows for shared parking. Offsite and/or shared parking options include several lots owned and operated by Bethel A Church, the City park that is planned for not too far down the street, and there is a vacant lot across the street that the City could look into buying. Mr. Harris noted that there will be events when there are only a few people attending and other larger events when there will be 200 people there. He said there needs to be a balance there and he's not sure it makes sense to provide prime parking spaces in the most ideal location and format for those large events that may only happen a few times a year. Additionally, there has been a lot of comment about the desire to have outdoor recreation and other things going on at the back of the lot. There was discussion about leaving the back of the property open and let the layout of the building and land availability dictate the number of parking spaces onsite, then we go and figure out how to make up for the ones we don't have. Mr. Jones volunteered to talk with Bethel A Church about the possibility of using their lots.

Task Force members were asked to submit any additional comments or suggestions to Denise and she will forward them on to Doug Harris.

H. Set Date for Next Meeting

It was decided that there would be no meeting in December. The next regular meeting will be on Tuesday, January 15, 2019 at 7:00 PM at City Hall.

I. Adjourn

Motion by Mr. Foster, seconded by Ms. Karesh to adjourn the meeting at 8:44 PM. The motion carried unanimously.

X Maurice Jones

Maurice Jones,
Council Member, Chair

X Denise Hodsdon

Denise Hodsdon,
Executive Assistant

Minutes Approved: January 15, 2019