MINUTES
Mary C. Jenkins Community Center Task Force
Special Meeting
Tuesday, October 22, 2019, 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 Randy Lytle, Citizen Member Victor Foster, Citizen Member Edith Darity, Citizen Member Susan Threlkel, Citizen Member
Absent:	Karen Darity, Citizen Member Nicola Karesh, Citizen Member David Lutz, Public Works Director
Staff Present:	Denise Hodsdon, Executive Assistant
Special Guests:	Jane Mathews, Mathews Architecture Shane Elliott, Mathews Architecture

A. Welcome & Call to Order

Committee Chair Maurice Jones called the meeting to order at 7:12 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 Mr. Daniel to approve the agenda as presented. The motion carried unanimously.

E. Approval of Minutes from September 17, 2019 Meeting

Motion by Mr. Daniel, seconded by Mr. Foster to approve the minutes of the September 17, 2019 meeting as presented. Motion carried unanimously.

F. Continued Discussion of Preliminary Design

Mr. Fatland noted that tonight's meeting is a dress rehearsal for the presentation that will be made to City Council at its Fall Retreat on November 6th. The presentation to City Council will include the schematic design and the budget and funding proposal. Mr. Fatland said he would like to have as many members of the Task Force as possible at the City Council meeting. He noted that City Council would either give approval that evening or if there are questions, it would most likely be continued to their regular meeting on November 18th.

Jane Mathews and Shane Elliott of Mathews Architecture recapped where they are in the design process. They presented the schematic design package including the site plan, floor plan, elevations, and interior and exterior perspectives for the committee's review and comments.

<u>Site Plan</u>: The onsite parking lot will have eight spaces including two ADA spaces. Ms. Mathews explained that the preliminary grading plan includes a 3' to 4' retaining wall along Mills Avenue to accommodate the multi-use path, which adds a considerable cost that was not anticipated. There will also be a retaining wall along Carver Street. Mr. Lytle suggested that there should be steps from Carver Street up to the building. There was consensus that steps would be added to the plan.

<u>Floor Plan:</u> The floor plan includes an office, two meeting rooms, the large community multi-purpose room with stage, kitchen, mechanical and storage rooms, outdoor patio, and interior and exterior restrooms. One of the exterior restrooms will be a family restroom.

<u>Multi-Purpose Community Room</u>: Ms. Mathews noted that the multi-purpose room needs to accommodate a variety of uses and the materials for that room include a lot of hard surfaces which will affect the sound. She has solicited a proposal for an acoustical analysis and recommendation for materials that would work best. She and Mr. Elliott had suggested using carpet tile on the floor with a movable dance floor. Task Force members had some concerns about using carpet as it can easily get stained and would have to be replaced more frequently. Mr. Foster suggested looking into a rubber floor and offered to get more information on that material and forward it to Ms. Mathews. There was discussion about the three garage doors that would open from the multi-purpose room to the outdoor patio and there was consensus to remove the doors and replace them with large windows.

<u>Kitchen</u>: Ms. Mathews noted that the kitchen will not be a certified commercial kitchen but it will function well and will have the equipment recommended by the Health Department. Mr. Elliott added that they have drawn the Cadillac design for the kitchen space, but if we can live with less in the beginning, at least we will have the space and the utilities will all be in the proper locations.

<u>Building Exterior</u>: Ms. Mathews noted that they have added upper windows below the

roofline to add more natural light. She said they have not vetted the signage with the UDO, but that can be developed as we go along and she will consult with the Planning Department. There was some discussion about which side of the building the fascia mounted sign should be located or whether to include it at all. It was decided that it would be removed from the design presentation to City Council.

Budget/Funding: Ms. Mathews advised that we are looking at an updated budget of approximately $2,000,000. Mr. Jones advised that City Council will be looking at projected return on investment for this project and will ask what is going to take place there. He feels that the important features of the building are that it provides meeting space, outside restroom facilities on the bike/hike trail and that it is a reinvestment in community. Mr. Daniel added that Brevard does not currently have a facility like this and it will pull the city into the Rosenwald Community. Mr. Fatland noted that he will lead off the presentation to Council with a map of all of the Rosenwald Community Proposed Projects. He will point out that the land for the new community center, parking area and Silversteen Playground was all donated to the City by the MCJCC Board and Bethel "A" Baptist Church. He will also note that we will be connecting the trail system from downtown to all of these properties. Mr. Jones asked for an updated cost estimate to include the retaining walls and the kitchen if possible.

G. Set Date for Next Meeting

There was discussion about having an informational meeting for the community after City Council has approved the project. The next regular Task Force meeting is scheduled for November 19, 2019 at 7:00 PM and it was suggested that we hold that meeting at Bethel "A" Baptist Church and invite the community.

H. Adjourn

There being no further business, the meeting was adjourned at 9:17 PM.

X Maurice Jones

Maurice Jones,
Council Member, Chair

Minutes Approved: November 19, 2019

X Denise Hodsdon

Denise Hodsdon,
Executive Assistant