

MINUTES

Mary C. Jenkins Community Center Task Force

Tuesday, November 19, 2019, 7:00 PM
Bethel "A" Baptist Church Fellowship Hall

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
Karen Darity, Citizen Member
Nicola Karesh, Citizen Member

Absent: David Lutz, Public Works Director

Staff Present: Denise Hodsdon, Executive Assistant

Special Guests: Jane Mathews, Mathews Architecture
Brevard Citizens

A. Welcome & Call to Order

Committee Chair Maurice Jones called the meeting to order at 7:02 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. Foster to approve the agenda as presented.
The motion carried unanimously.

E. Approval of Minutes from October 22, 2019 Meeting

Motion by Mr. Lytle, seconded by Mr. Daniel to approve the minutes of the October 22, 2019 meeting as presented. Motion carried unanimously.

F. Continued Discussion of Preliminary Design

Mr. Fatland thanked the Task Force for all the work we have done over the last 20 meetings. He reported that the project and proposed budget was presented to City Council on December 6th and we had a great turnout. Mr. Fatland thanked Mr. Daniel for making the motion, and the City Council for unanimously approving the motion to move forward with a budget ordinance allowing Mathews Architecture to move forward with the project. He noted that up to now we have been working on the preliminary design, but now we can move forward with the final design with plans and specifications to go out to bid. He said the target date for the bid opening is June, 2020 and completion of the facility 12 months after that.

Jane Mathews explained that we are about to go into a different phase of work. Now that the schematic design phase is completed, we have put together a team consisting of the architectural firm, structural engineers, mechanical engineers, civil engineers, and landscape architects to plan how it gets built and prepare drawings for public bids which would be later in the Spring. We have given all team members a schedule and benchmarks. She explained that it is a building the building on paper process at this point and then there are choices and decisions that we'll need to make in terms of final materials and finishes. We will be gathering information to bring back as recommendations for finishes that are durable, cost-effective solutions.

Mr. Jones asked about the flooring that Mr. Foster had mentioned at the last meeting. Mr. Foster explained that the manufacturer is Mateflex and they offer a different variety of aspects of flooring that will take harsh punishment and still be very durable. He said this floor is versatile and easy to clean. He explained that the type of finish you want is determined by what you are going to use the floor for. Part of what we will need to decide is exactly how we want to use the room. Mr. Jones asked if it is cost effective. Ms. Mathews said it is not in the budget right now and it will be something we will need to look at as we go into the next budget assessment.

Mr. Daniel asked what is the Committee's role as we move forward? Ms. Mathews said she has a list of a few things that need input, such as which finishes we will use, and we can bring those to a subsequent meeting. She said there will also be a chance for review. There will be an appointed time to make one final look but we can do that on different phases. She said we don't want to add or delete rooms, but refinements within a room, choices of materials; those kinds of things are appropriate at this point. She added that we have a budget now that we have to steward and any changes have to fall within that budget. That means that you may have to make some choices about alternate materials and fixtures after we find out costs.

Ms. Mathews said we have done one cost estimate and will be doing additional cost estimates at the end of design development, which will be in February and then again right before construction. That will give us a check on how the pricing is going. The bidding climate may fluctuate and we will use that as a gauge as we work through design to decide if we may need to look at making any modifications. She explained the

bid process, including the requirement for a good faith effort to contact minority businesses. She said that the objective is to provide a set of documents for a contractor to bid that gives them the information as to what the choices will be. It will be a combination of drawings and a manual that will have specific product information.

Questions/Comments from Citizens:

Rodney Locks inquired about the estimated cost and square footage of the new center. Mr. Fatland reported that the current estimate is \$2,000,000 with \$150,000 additional for consultant fees. Ms. Mathews said the new building is approximately 5000 sq. feet.

Geraldine Dinkins asked if putting in a commercial kitchen had been explored. Ms. Mathews explained that the kitchen is close but not 100% commercial and a commercial designation would have a lot of restrictions that may or may not benefit it as a community center. Task Force members assured her that the kitchen was discussed at great length and Mr. Daniel added that a commercial kitchen would require that we hire a professional to run it and we're not going there at this point.

There was a question about the height of the stage. Ms. Mathews explained that the plan is for a 2-foot stage. There was discussion about what led to that decision and whether that was high enough for some events. It was suggested that if the height was limited because of code requirements for a handicap ramp, perhaps a lift could be installed. It was decided to research that possibility further and report back at the next meeting.

G. Set Date for Next Meeting

A special meeting of the Mary C. Jenkins Community Center Task Force was scheduled for Tuesday, December 10, 2019 at 7:00 PM at City Hall.

H. Adjourn

There being no further business, the meeting was adjourned at 8:18 PM.

X

Maurice Jones,
Council Member, Chair

Minutes Approved: December 10, 2019

X

Denise Hodsdon,
Executive Assistant