

MINUTES
Mary C. Jenkins Community Center Task Force
Special Meeting
Tuesday, June 25, 2019, 7:00 PM
(Continued to Tuesday, July 9, 2019 at 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
Edith Darity, Citizen Member
Karen Darity, Citizen Member
Susan Threlkel, Citizen Member
Randy Lytle, Citizen Member
Victor Foster, Citizen Member
Nicola Karesh, Citizen Member

Absent: David Lutz, Public Works Director

Staff Present: Denise Hodsdon, Executive Assistant

Special Guests: Doug Harris, Harris Architects

Media: None

A. Welcome & Call to Order

Committee Chair Maurice Jones called the meeting to order at 7:04 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. Edith Darity to approve the agenda as presented. The motion carried unanimously.

E. Approval of Minutes from March 19, 2019 Meeting

Motion by Ms. Threlkel, seconded by Ms. Karesh to approve the minutes of the April 16, 2019 meeting (including the continuations on April 30, 2019 and June 4, 2019) as presented. Motion carried unanimously.

F. Update re Conveyance of Community Center Property to City of Brevard

City Attorney Michael Pratt was unable to attend the meeting, but reported via email that he had prepared the deed from the County to the City and it has been delivered to the County Manager for review by the County Attorney and signature of Board of Commissioners Chair Mike Hawkins.

G. Update from MCJCC Trustees Meeting(s)

The Mary C. Jenkins Community Center Board of Trustees have not met since the last Task Force meeting. There was no further update regarding contact with owners of the three adjacent lots. Mr. Lytle said he received a phone call today from one of the Bethel "A" Trustees asking about the Center. Ms. Edith Darity reported that the Bethel "A" Trustees met today and they are in favor of donating the parking lot and playground properties to the City but they still need to present the proposal to the membership. She will request that they try to schedule that for next week.

H. Continued Discussion of Preliminary Design

Mr. Fatland reported that Mr. Harris has recommended Jane Mathews, an architect from Asheville to take over the design of the community center. Mr. Harris said she is excited about the project and he feels very confident and relieved to leave this project with her. Mr. Fatland and Mr. Harris met with Ms. Mathews this afternoon and they requested that the Committee set a meeting for July 9th to meet with her. That will allow some time for Mr. Harris to bring Ms. Mathews up to speed on the project.

I. Set Date for Next Meeting

The Task Force will continue this meeting until Tuesday, July 9, 2019 at 7:00 pm to meet with Architect Jane Mathews.

J. Adjourn

The meeting was **recessed** at 7:59 PM and will be continued on Tuesday, July 9, 2019.

MEETING RECONVENED ON TUESDAY, JULY 9, 2019 at 7:00 PM

Members present: Council Member Gary Daniel, Vice-Chair
City Manager Jim Fatland
Randy Lytle, Citizen Member
Susan Threlkel, Citizen Member
Victor Foster, Citizen Member
Nicola Karesh, Citizen Member
Karen Darity, Citizen Member
Edith Darity, Citizen Member

Members absent: Council Member Maurice Jones, Chair
Public Works Director David Lutz

Staff present: None

Guests present: Doug Harris, Harris Architects
Jane Mathews and Shane Elliott of Mathews Architecture

Mr. Daniel called the meeting back to order at 7:05 p.m. and a quorum was certified.

Mr. Foster offered an invocation.

F. Update re Conveyance of Mary C. Jenkins Community Center Property to City of Brevard

There were no further updates.

G. Update from MCJCC Trustees Meeting(s)

There were no further updates.

H. Continued Discussion of Preliminary Design

Jane Mathews reported that her firm will design the community center based upon input from the preliminary work done by the MCJCC Task Force.

There was discussion about what to do about on-site and off-site parking if the three adjacent parcels do not become available. Ms. Edith Darity reported that Bethel "A" Baptist Church will vote on donating the parking lot across the street to the City of Brevard on Saturday, July 13, 2019. Mr. Foster expressed a strong interest in breaking ground on the building and suggested design without the 3 parcels. Mr. Harris and Ms. Mathews stated that they will present parking options at the next meeting.

Mr. Harris restated the cost estimate needs to be obtained after a parking option is selected. Ms. Mathews discussed the process of hiring a cost engineer to prepare a cost estimate and explained there are two components of the estimate. One is the building and the other is site work including parking. Mr. Harris said as the design is more refined, another estimate will be prepared. Ms. Mathews explained that there would be three estimates during the process: 1) schematic; 2) midpoint of design; and 3) prior to bid. Mr. Daniel said he is ready to hire a cost estimator now.

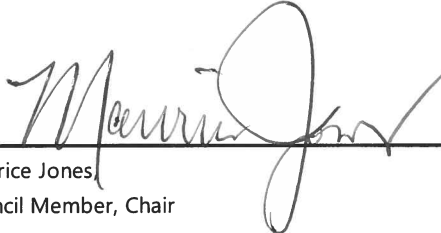
Motion by Mr. Foster, seconded by Ms. Edith Darity to proceed with cost estimate and direct City Manager to coordinate process with Architect Jane Mathews. Motion carried unanimously.


I. Set Date for Next Meeting

The next meeting of the Mary C. Jenkins Community Center Task Force will be on Tuesday, August 20, 2019 at 7:00 pm at City Hall.

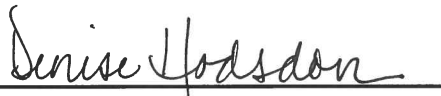
J. Adjourn

Motion by Mr. Lytle, seconded by Mr. Foster to adjourn the meeting at 8:22 PM. The motion carried unanimously.

X 
Maurice Jones,
Council Member, Chair

X 
Gary Daniel,
Council Member, Vice-Chair

Minutes Approved: August 20, 2019

X 
Denise Hodsdon,
Executive Assistant