



## **MINUTES**

- I. Call to Order: Mr. Labriola called the meeting to order at 2:00 pm.**
- II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- III. Roll Call:**
- Present: John Labriola, Chairman  
Ashley Johnson  
David DeStefano  
Bill Thomae  
Charles Lipuma, Mayor
- Absent: F. Daniel Prickett
- Also Present: Stephanie Tillerson, Town Administrator
- IV. Approval of Minutes:**  
None
- V. New Business:**
- A. Introduction of New Committee Members and Project Representatives**

Mr. Labriola gave a brief history of the Municipal Center project and the Committee that was charged with the design of the building. He stated the members of the present Committee were charged with the task of overseeing the construction of the building along with the architect, builder, and owner's representative. He thanked the new members for their participation on the Committee.

In attendance along with the Committee Members were;  
Elias Deeb and Art Titus with **Cedrus Development** - Owners Representative / Project Manager  
David Burt, Roy Smith, and Nicholas Katsibas with **LS3P** - Architects  
Bruce Spicher – Town of Kiawah - **Building Official**  
Jim Hundley and Jim Tucker with **Thomas Construction Group** - Builder

**B. Roles and Responsibilities**

Mr. Labriola along with Committee Members and group representatives discussed procedures and responsibilities.

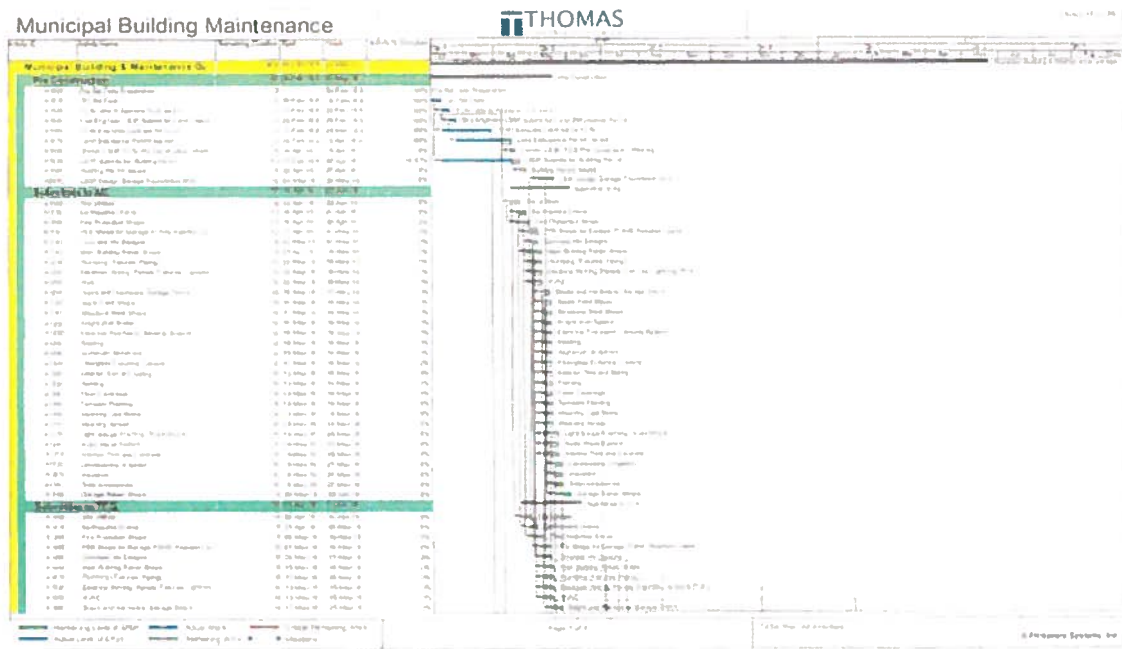
Mr. Burt stated typically there would be site visits twice monthly; one would include a pay-out review and monthly meetings that include the ownership. Mr. Hundley clarified the different

meetings that are held during the month and indicated that he would present a progress report at the monthly Municipal Center Committee meetings.

Mr. Labriola reviewed the Committee Charter pointing out the Committee does not have authority to approve change orders. He indicated the charter provided delineation for the approval process.

### C. Construction Schedule, Key dates and Time Lines

Thomas Construction presented a framework of a Construction Schedule for the Municipal Center project. Mr. Tucker reviewed some of the items that have been completed to date, items that are in progress, and those which will be completed in the near future.



Mr. Tucker explained the baseline schedule is base will be reviewed and dates updated on a monthly basis.

Discussion included the 400 day completion deadline, preloading and site work, changes required for permitting approval, change orders, estimated monthly requisition schedule, job site and visitor safety. Mr. Tucker estimated the first job site meeting would not be until the middle of May.

### D. Communication Flow and Contact Points

### E. MCC Meeting Dates and Agendas

Members agreed the next meeting for the MCC would be on Tuesday, May 31<sup>st</sup> at 2:30 pm. Future meeting dates will be determined at the May 31<sup>st</sup> meeting. Mr. Labriola also reminded everyone that items that Committee Members and representatives can request discussion items be added to the agenda by sending them to the Town Clerk.

**VI. Citizen Comments:**

**Wendy Kulick – 38 Marsh Edge Lane**

Mrs. Kulick what involvement the committee sees for input from the St. Johns Fire District related to access to the site, and during the construction process.

**Mr. Burt stated the Fire District had completed testing of the path of circulation of the fire apparatus. Mr. Spicher added the Fire District has been involved and provided recommendations since the early stages of development.**

Members discussed concerns over the entrance to the site being in the path of the acceleration lane that leaves the Kiawah Round-a-bout. Mr. Burt stated a formal request had been sent to SCDOT to reduce the speed limit to 35 mph. He noted a right turn lane to the site leaving the Island would be problematic due to the proximity of the Kiawah River.


**VII. Committee Member's Comments:**

None

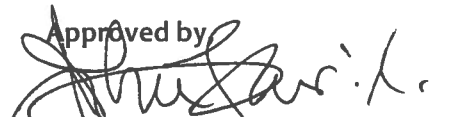
**VIII. Adjournment:**

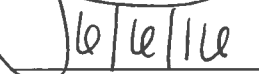
*Mayor Lipuma made a motion to adjourn the meeting at 3:10. The motion was seconded by Mr. DeStefano and unanimously passed.*

Submitted by,

  
Petra S. Reynolds, Town Clerk

Approved by

  
John D. Labriola, Chairman

  
Date