

MUNICIPAL CENTER COMMITTEE
Kiawah Island Municipal Center
Council Chambers
February 12, 2015; 3:30 PM

MINUTES

- I. Call to Order:** *Mr. Labriola called the meeting to order at 3:45*
- 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
 Mary Johnson
 Roger Warren
 Mark Permar
- Absent: Tumiko Rucker, Town Administrator
- Also Present: Charles Lipuma, Mayor
- IV. Approval of Minutes:**
None
- V. Old Business:**
None
- VI. New Business:**
A. Review of Committee Charter & Membership

Mr. Labriola thanked every one for their willingness to participate on the Committee and reviewed the highpoints of the Charter.

B. Vision of Municipal Center

Mayor Lipuma shared his view for configuration of the new Municipal Center:

↓ **Vision Statement**

Create a Municipal Center that is welcoming and reflects the outstanding quality of the community and surrounding natural environs.

↓ **Comprehensive Plan Community Vision**

“The Town of Kiawah Island is a residential community with resort surrounded by a unique and beautiful natural setting”

↓ **Design Considerations/Concepts**

- *Building design and landscaping to reflect and reinforce Kiawah’s high quality construction standards and maritime setting.*

- *Size and configure building to meet current and future Town needs (ten year time frame) out and facilitate future expansions.*
- *Provide for public spaces, eg, meeting rooms, indoor and outdoor gathering spaces*
- *Integrate elements of local Lowcountry Culture.*

Members added their ideas of what needs to be included in the design process.

C. Review of DHEC application and supporting information

- a. Application
- b. Work Paper & Calculations
- c. Approval Letter from DHEC

Mr. Labriola reviewed the DHEC application process that was required for the septic system approval. He noted that the design that was submitted was scaled larger to make sure that the system could accommodate future needs. Mr. Warren questioned if preapproval would be required if there was a deviation of building footprint that was approved. Mr. Labriola pointed out that the question would be one that the chosen engineer and architect would have to answer.

D. Review of Functional Analysis

Members engaged in an in-depth discussion of square footage and what should be priorities in the design of building layout and space. They also discussed that while design choices can be a challenge to make, ultimately it would be best to consult with staff for input on the design and functionality of workspace.

E. Architect Discussion

Mr. Labriola began the discussion by posing the question if the Committee wanted to continue with the architectural firm of LS3P or if a Request for Proposals (RFP) should be sent out. He called attention to the detailed site plan work they completed for the Town in preparation of the DHEC application. He also added that the Town was very pleased with the professional quality of work that was provided.

Members discussed the options available. Mr. Warren indicated that while LS3P is a very professional and qualified firm, he felt in this situation there is a great benefit in giving direction and guidelines to different firms for multiple presentations. It would not only provide different views and creativity but offer the best chance to obtain the look and price that will appeal to the Town.

Members agreed to continue the development of documents already in hand to prepare them for submission to architects for their proposals.

F. Time Line

After a comprehensive discussion, Mr. Labriola requested Mr. Permar provide a list of architectural firms he felt would be appropriate to respond to an RFP. Mr. Labriola stated that work would continue with staff on the development of a program and function analysis to be reviewed at next meeting.

G. Next meeting date

Members reviewed the meeting schedule and made recommendations as to changes they required.

VII. Citizen Comments:

Wendy Kulick – 38 Marsh Edge Lane

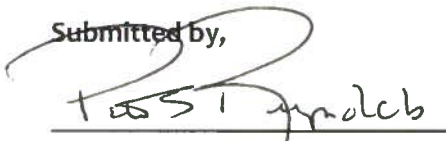
Mrs. Kulick suggested that the Committee consider for the New Municipal Center that when going into Executive Session there be an adjacent private chamber rather than asking the audience to move.

VIII. Committee Member's Comments:
None

IX. Adjournment:

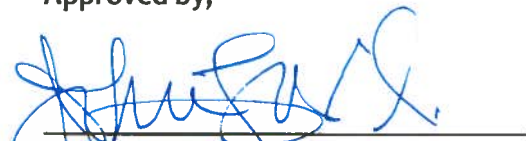
The meeting was adjourned at 5:12 PM.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Chairman
5-11-2015

Date