



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**November 12, 2015; 1:00 PM**

**MINUTES**

**I. Call to Order: Mr. Labriola called the meeting to order at 1:00 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  
Mary Johnson  
Mark Permar  
F. Daniel Prickett  
Charles Lipuma, Mayor

Absent: Roger Warren

Also Present: Stephanie Tillerson, Town Administrator  
David Burt – LS3P

**IV. Approval of Minutes:**

**A. Minutes of the Municipal Center Committee Meeting of October 22, 2015**  
None

**V. Old Business:**

None

**VI. New Business:**

**A. Municipal Center Design Development Review**

Mr. Labriola begin the meeting by reviewing at the last meeting the Committee was presented the results of Design Development. He stated the members accepted both the design renderings and cost estimate with a motions being made to recommend to Town Council that LS3P proceed through construction drawings and for staff to release the General Contractor Request for Qualifications (RFQ).

Mr. Labriola indicated that following the meeting there had been discussion of a number of ideas for a Municipal Center Committee (MCC) Public Information Meeting. As of now the dates of November 14 & 17 have been selected to hold a morning and an afternoon meeting. He highlighted some of the important dates reviewed by Council;

- |  |                     |
|--|---------------------|
| • Town Council Approves Project to Proceed   | November 3, 2015    |
| • Solicit interest from GC's:                | November 4-30, 2015 |
| • Provide Bid Documents to prequalified GC's | January 12, 2016    |

- Receive bids from prequalified GC's.
- Town Council Approves GC Contract

February 16, 2016

March 1, 2016

Mr. Labriola also noted that there were two important items that will have to be resolved in that time; (1) disposition of the current Municipal Center Building and (2) management of the project.

Mr. Labriola indicated the presentation being made by Mr. Burt will be made at the Public Information Meetings. He asked members to review the updated renderings and to comment on any items they felt needed further revision. During the presentation members discussed,

- the importance of the presentation and the need to present the renderings in the best format possible
- using rendering boards to stay in Council Chambers allowing the public the opportunity to view the renderings for a greater length of time
- the general contractor bidding process
- suggestions on the layout and items to be part of the presentation
- considerations for future uses of the undeveloped areas of the property
- engaging of a professional project manager/firm verses a resident volunteer and the project management process

Members engaged in an in-depth discussion of the need to have public Information meetings to show residents the progress of the project to date. Also discussed were suggestions as to how to communicate the meetings so to engage the interest of residents. Members agreed to have two meetings; December 11, 2015 at 4:00 pm and January 12, 2016 at 4:00 pm.

**VII. Citizen Comments:**

None

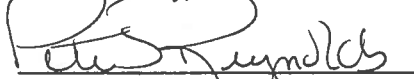
**VIII. Committee Member's Comments:**

None

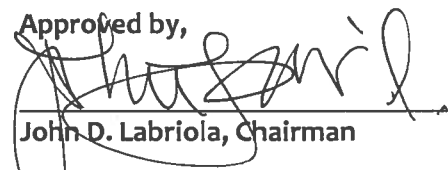
**IX. Adjournment:**

*The meeting was adjourned at 3:00 pm.*

Submitted by,

  
Petra S. Reynolds, Town Clerk

Approved by,

  
John D. Labriola, Chairman

          -14-2016            
Date