



## Meeting Notes

Date: August 26, 2019; 5:00 p.m. EST  
Re: First United Methodist Church of Port St. Joe  
Present: Geoffrey Lentz and FUMC PSJ Rebuild Committee  
Carter Quina Quina Grundhoefer Architects

Purpose: **Review Rebuild Master Plan**

After prayer, Geoffrey introduced Carter to share his latest proposal for the Rebuild Project. Carter shared three boards, including the site plan, enlarged floor plan, and concept sketches.

Carter shared that after a comment from a member of the committee regarding placing the MLC closer to Monument Avenue, he studied the possibility and pointed out several areas of potential improvements to the previous plan. He introduced the new plan as Scheme D and explained the layout which makes for a straighter path from the south parking thru the covered ramp, into the lobby and hallway to the main gathering lobby or narthex space. This also placed the check for the children adjacent to this lobby and the new plan (not angled) created enough floor area to bring the indoor play area into the plan, instead of as a “add on” shown in the Scheme C.

Carter also explained the re-organization of the second floor that places the administrative reception on the north side immediately adjacent to the elevator and stair. The pastor’ office is now in the northwest corner and the other offices align the west water facing façade. A Youth room is then placed on the southwest corner. The library and two adult meeting rooms were placed on the Monument Avenue façade.

Carter also shared an updated Scheme D program statement with an estimate of cost based on prices that we may encounter in Port St. Joe. He said he would like to do some research with contractors to see if these are realistic.

The following items were discussed.

1. All agreed with the Scheme D concept and liked the new interior layout. Having one of the play grounds on the water side was well received.
2. There was agreement that the architectural character was good and that the design for the new church with he centrally placed dome would be great. Interior views of this space were requested and Carter shared that it was his intention to have the fly thru enter the space to show the new Sanctuary interior.
3. The second access to the church for brides and others was well liked. In response to why the chancel was on the west wall, we discussed that two of the windows from the Sanctuary will look towards the water and that this façade with the proposed rose window would be significant from the main highway.
4. There was discussion about the mechanical system. Carter suggested that the second floor mechanical room would allow standard split systems for the two story building and that underground duct work as we did for the Great Hall would be his proposal for the Lobby and Sanctuary.
5. We discussed FEMA flood level which may be about a foot higher than the present grade of the Great Hall. Will FEMA require us to tear down and rebuild the Great Hall if it is too low? We think not but will look at ideas to raise the floor level by that height or propose other means to flood proof the openings.

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6. We discussed contractors and cost estimates. Several felt the estimate was still too low but all agreed we need to get input from contractors and/or sub-contractors. We agreed that we need to be careful so to follow the FEMA procurement guidelines. It may be best to develop bid documents to the desired plan and to pre-qualify three bidders for a competitive bid process.
7. We discussed the time-line. We hope to be able to start construction by the end of March 2020. Bill Brown shared the FEMA schedule which looks like all documents will be submitted by October 1. Time and Use study was submitted today. Site inspections will occur again this Thursday and Friday.
8. Next steps will be for Carter to further refine the plan based on comments and add the interior to the fly thru. There is a Town Hall type meeting on September 4<sup>th</sup> at 5pm EST in the Great Hall. Carter will attend and the fly thru and boards will be presented to the congregation for a complete update on the Rebuild progress.

This completes the substance of the meeting. Please contact the author with questions, comments or corrections.

Submitted by: Carter Quina, AIA