



Meeting Notes

Date: June 1, 2020, 5:00 p.m. EST
Re: First United Methodist Church of Port St. Joe
Present: Geoffrey Lentz, Pastor, Boyd Burger, Chair FUMC PSJ
Building Committee
Carter Quina Quina Grundhoefer Architects

Purpose: **Update Progress Rebuild Project**

Karl gave his report regarding the FEMA process. He thinks we are getting closer and he has a meeting this week that attempts to finalize our plan. He explained that when we were ready, we would follow the Federal procurement method which is an open, well-advertised bid process and encouraged use of minority and woman owned businesses.

1. Carter reviewed the entire plan including the Sanctuary plan with exit foyers added and the MLC/Admin Wing raised to allow a useable lower level underneath and a structured attic space above. This will meet FEMA criteria for a "Safe Building" using mitigation funds to achieve.
2. The lower level was set at elevation 5'3" which is the same level of the existing building on grade. The level of MLC will be 15'-3" which will result in a 9'-8" ceiling the lower lever. The Sanctuary and Lobby will be at elevation 13'-0" and the Great hall and Rotunda will have the floors raised to elevation 13'-0". There will be a 30-foot long ramp, rising 30" between the Lobby and the MLC/Admin level.
3. Carter explained the structural system to be a piling supported reinforced concrete frame with post tensioned concrete slabs, approximately 10 inches thick. This eliminates the need for concrete beams and makes our structural thickness less. We would do the same slab for the floor of the attic which will create a safe building structure according to FEMA. The added cost to accomplish this is significant when compared to a premanufactured wood roof truss system.
4. Since the attic floor is a concrete slab, we could use this area for future functions if we provide elevator access and two exit stairs. The proposed plan shows these elements in a way that does not interfere with the possibility of having parking on the lower level if ever desired.
5. The final actual construction cost will not be known until complete construction documents are prepared including all engineering and then the bids received. It is not required that we accept the low bidder as we will also ask for experience, qualifications, location, availability, and other criteria for selection. We will share estimates of construction cost with FEMA so that we can either settle with them on a number or follow the reimbursement process.
6. The cost of operation is also being estimated to include utility, insurance, and maintenance.
7. The plan was well received and after discussion all voted to accept this as the concept to be presented to FEMA. We discussed that changes may still be made as the plan is not set in stone.
8. **Regarding the Sanctuary**, the following comments were made:
 - a. The front façade should remain as a response to the historic church but should not confuse as to point of entry.
 - b. After discussion, the committee agreed that despite the previous purchase of used pipes, that a real organ is not needed and therefore the organ chambers can be deleted. We discussed that the exit steps might go in this area from the two side foyers and then the front door could serve as the discharge point. Carter will revise plan accordingly. We may still use decorative pipes on the rear wall but the digital organ will provide all sound.
 - c. There was a request for a modesty rail to be placed in front of the first row of choir seats.
9. **Regarding the kitchen**, the following items were discussed:
 - a. Service to the kitchen will be through public areas. It was suggested to add a lift from the lower level to the deck so service access could be segregated.
 - b. There may be a desire to modify the layout in the kitchen, possibly the dishwashing area since this area will be reconstructed to raise to elevation 13. A new roof will also be required that relates to the new Lobby roof.

10. **Regarding the MLC**, the following comments were made:
 - a. There was a request to add a restroom off the corridor, possibly closer to the children's worship space.
 - b. It was mentioned that sinks should be wall mounted in the classroom and not in a vanity so we do not lose the area for calculating room capacity.
 - c. There will be additional tweaking of the plan to meet the needs of the children's space and the administrative area but the overall plan will not change.
11. Next Steps. Carter will fine tune based on comments and share revisions and will update the digital model so we can better understand the design. Karl will submit latest plan to FEMA.

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

Submitted by: Carter Quina, AIA