

**FIVE POINTS AND MUNICIPAL AUDITORIUM
STEERING COMMITTEE MEETING
MINUTES
October 13, 2011
10:00 AM
CITY HALL ANNEX MULTI-PURPOSE ROOM**

Members Present: Dr. John Gaston, Mr. John Crawford, Mr. Bob Goddard, III, Mrs. Nancy Warren, Ms. Kay Harris, Mr. Ed Crane, Mr. David Motley, Mr. Lou McClendon, Mrs. Carol Whidby, and Mrs. Jennifer Powell

Ex-Officio Members Present: Ms. Kelly Lenz

Staff Present: Mr. Pat Collins, Mr. Matt Martin, Ms. Mara Register

I. Call to Order

Bob Goddard, III, Steering Committee Chairman, called the meeting to order and welcomed everyone in attendance.

II. Approval of Minutes

Bob Goddard advised that the minutes for the September 15, 2011 meeting had been sent out prior to the meeting and asked the Committee to complete their review at this time. Giovanni Panizzi motioned to approve the minutes as presented for the September 15, 2011 meeting and John Gaston seconded the motion. Bob Goddard asked for discussion and there was no further discussion. **Motion carried unanimously.**

III. Subcommittee Reports

RFQ Subcommittee: Pat Collins presented a detailed PowerPoint presentation to the Steering Committee regarding the selection process to date. The PowerPoint is attached to the minutes for inclusion in the official proceedings of the Steering Committee on October 13, 2011. Mr. Collins reviewed the following primary topics: 1) members of the RFQ Sub-committee; 2) the schedule of the Sub-committee to date; 3) the scores from the preliminary round of reviews of the thirteen proposals submitted; 4) the scores from the final round of presentations by the top five consultants; and 5) the explanation and recommendation of the Sub-committee. The recommendation for selection as the consultant for the Five Points and Municipal Auditorium project is IPG Architects of Valdosta.

Bob Goddard advised the Steering Committee recommendation will be presented to the Mayor and City Council at their regular meeting on Thursday, October 20, 5:30 pm. He advised the Committee that all members are welcomed to attend the meeting. He asked if the Committee had any questions regarding Pat Collins' presentation. Ed Crane asked if the Committee would be issuing a statement from the meeting about their recommendation. Mara Register advised that a release would not be issued since this is just a recommendation at this phase and the final approval is up to the Mayor and City Council at the October 20th meeting. Mr. Goddard turned the item over to the Committee for action on the recommendation from the RFQ Sub-committee. Nancy Warren motioned to approve the recommendation of IPG Architects as the consultant for the project and Ed Crane seconded the motion. There was no further discussion and Mr. Goddard called for a vote, with the vote for the motion being unanimous.

Funding and Operations Subcommittee: Lou McClendon presented the report of the Sub-committee. He reviewed the Sub-committee meeting agenda and minutes that were attached to the Steering Committee meeting packet. He asked that the Steering Committee review the information in detail and advised that there was general discussion at the October 5th meeting pertaining to the three critical issues to be addressed as follows: 1) capital cost of the facility; 2) operation of the facility; and 3) how to pay for the maintenance and operation of the facility. He asked if any of the Sub-committee members had any additional information they would like to share. He shared with the Steering Committee that due to the need to attend the site visits and to obtain some important information from those visits, the next meeting of the Sub-committee would not be until January 2012.

IV. Update on December Site Visits

Mara Register advised the group that the details for the visits to the four venues in December were progressing well. Transportation has changed due to a conflict with the previous provider. Transportation will be provided through the City's motor pool and a van from Georgia Power. Mr. Rich McDonell from Georgia Power will also be traveling with the group. David Motley continues to work with Mara to secure quotes for hotel rooms for the trip. She advised that she is hopeful that all details will be settled in several weeks and all times have been confirmed at the four venues in Columbus, Morrow, Athens and Greenville, South Carolina.

V. Review of Upcoming Meeting Dates

Bob Goddard reviewed the following future meeting dates with the Steering Committee:

October 20, 2011, 5:30 pm – City Council meeting

November 17, 2011, 10:00 am – This is a tentative date as it is anticipated there will be no action or business for the Committee to address due to the RFQ Sub-committee completing their work and the Funding and Operations Sub-committee not meeting again until January 2012. Staff will notify the Committee about the meeting once the City Council meeting has been held.

December 13-15, 2011 – Site Visits

VI. Questions/Comments/Discussion

Bob Goddard asked if there were any additional comments or questions from the Committee or anyone in attendance. Nancy Warren asked that Mr. Rob Evans of IPG Architects be recognized. Bob Goddard did so and thanked him for his attendance. There were no further questions or comments from the Committee.

VIII. Adjournment

There being no further business, Bob Goddard adjourned the meeting at 10:40 am.