

**SPACE PLAN WORKSHOP**

**BOARD OF COUNTY COMMISSIONERS**

**MARCH 8, 2004**

A workshop of the Board of County Commissioners was held at the Murdock Administration Complex, Room 229, in Port Charlotte, Florida. The following members were present: Chairman Matthew D. DeBoer and Commissioners Thomas C. D'Aprile, Adam Cummings, Sara Devos and Mac V. Horton. Also in attendance were County Administrator Bruce D. Loucks, County Attorney René Francis Lee and Deputy Clerk Karen S. Mitchell. The meeting was called to order at **10:18 A.M.**

**I. Discussion of space issues referring back to the report by Carter Goble Associates, Inc. (CGA) completed in 1999 (Presentation by Consultant Huff Architect, Inc. and Michael J. Sheridan, Facilities Construction and Maintenance Director, Charlotte County)**

Bruce D. Loucks, County Administrator, stated this workshop was the result of the space issue in Charlotte County, everyone was aware funding is limited and Mr. Sheridan will review the options for the library when it's vacated. Mr. Loucks explained the Charlotte Builders and Contractors Association (CBCA) were desirous of more space for Community Development, they were looking at some fee options to help facilitate that process and this will be coming back to the Board at a future date. Michael J. Sheridan, Facilities Construction and Maintenance Director, said the discussions today would deal with six items: 1. Lease Options currently available - Paulson Centre and Florida Central Credit Union; 2 - Murdock Library renovations and the possible addition of a second story; 3. Building A (5-story building) - renovations or additions; 4. Construction of a 60,000 sf building; 5. Cost Summary for each of these options; and 6. Board recommendations and direction.

**II. Short-term solutions for immediate needs**

- a. Lease of space
- b. Renovations of Murdock Library

**III. Long-term solution of constructing 60,000 sq ft to meet projected space needs**

- a. Discussion of what was looked at in regards to filling in the existing building perimeter
- b. Purchase of adjacent or other properties to construct this space
- c. Construction of a 60,000 sq ft building at the existing Murdock site

Mr. Sheridan reviewed the package material which detailed the two lease options. Thomas A. Huff, AIA, Thomas A. Huff Architect, Inc. President, reviewed the following package materials: his letter to Mr. Sheridan dated February 25, 2004 titled Charlotte County Murdock Space Needs Study Recap; his letter to Mr. Sheridan dated February 27, 2004 titled Charlotte County Public Works Office Building; and his letter from Consulting Engineer Andrew C. Ask, P.E. dated March 4, 2004 titled Charlotte County Public Works Building.

**IV. Costs associated with each solution**

Mr. Sheridan reviewed the Cost Summary Matrix in the package material.

**V. Recommendations**

(Board discussion ensued regarding the various options presented and the related cost impacts.) Chairman DeBoer said it appears the most immediate thing the Board agrees on is for Mr. Payette to put an item on tomorrow's Board agenda regarding the purchase of the property next door because that starts everything in motion. J. Paul Payette, Real Property Services Manager, responded affirmatively. Chairman DeBoer summarized the following directions to staff:

1. Update the Carter Goble report
2. Develop a master plan for the entire site including expanding the canal into the lake system to enhance the water retention/detention
3. Develop a time line

4. Complete the library renovations to address the immediate need
5. Building A will not be expanded
6. A new building will be constructed - whether it's 60,000 sf or 65,000 sf or whatever will be discussed when the master plan is brought back
7. Use the existing 2-story building as a buffer but eventually razing that building which then becomes another building site or parking area
9. Funding options needed

**Chairman DeBoer** added Administration and staff should handle any moving of employees back and forth during the renovations and construction but how everyone was phased in was something that needed to be brought back to the Board.

**MEETING ADJOURNED: 11:55 A.M.**

Signature on file in Commission Minutes

Matthew D. DeBoer  
Chairman

**ATTEST:**

**BARBARA T. SCOTT, CLERK  
OF THE CIRCUIT COURT AND  
EX-OFFICIO TO THE BOARD  
OF COUNTY COMMISSIONERS**

**By: Signature on file in Commission Minutes  
Deputy Clerk**

/ksm