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November 2, 2009

First United Methodist Church
72 Lake Morton Drive
Lakeland, Florida 33801

Attn: Lisa Kaiser Hickey, Chair
Long Range Planning Committee

Re: October Progress Report

Dear Lisa,

Since the September 28 LRPC meeting and during October we have made continuing progress toward the First UMC Master Plan.

1. Data gathering is ongoing. SCMH Architects has met this past month with:
 - Adult Ministries – follow up with Warren Pattison the newly hired Director.
 - Children's Ministries – two meetings with Theresa Reiter, one a tour of the Children's Facilities at First Baptist Church at the Mall, and a follow up meeting to start to define the needed facilities at First UMC.
 - Worship Team – a second meeting with the staff including June Edwards, Andy Oliver, Lee Lallance, Matthew Corl, Marsha Alley and Waite Willis to discuss space requirements for the new worship center.
 - Trustees – John Curtis has met individually with Sandy Sheets, Trustees Chairperson, to review the master plan process and keep her informed. He is scheduled to attend the 11/2 Trustees meeting to brief that committee and request Trustees to review their property acquisition procedures and priorities as we approach the long term need to acquire properties within the church block that come available and properties on the south side of Vistabula east to Michigan Avenue.
 - Counseling – meeting scheduled 11/4/09.
2. Preliminary facility programming is underway for the Children's Ministries and Preschool, and for the Worship Center.
 - a. Children's Ministries/ Preschool presently occupy about 15,000 SF of enclosed building with exterior walkways, or about 18,000 SF equivalent for a building with enclosed corridors. Present attendance is 125 – 150 on Sundays and over the 15 year master plan could conceivably double or triple in attendance. Presently there is no dedicated weekday infant/ 2, 3, 4-year-old childcare space available for church events (those spaces are used by the Preschool and the populations of children cannot be mixed because of licensing issues for the Preschool). Growth throughout this program will demand two rooms per age level instead of the present one room. Presently the classes for four-year-olds,

kindergarten, and first grade are all overcrowded and could/ should be split. Other pressing needs include storage, preparation space, a large children's assembly space, more spacious check-in hall, additional office accommodations for intern(s) and a laundry. The projected area for Children/ Preschool is 35,000 SF to 40,000 SF, representing a nominal doubling of existing space.

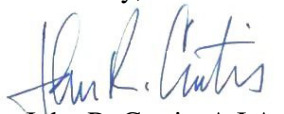
- b. Contemporary Worship – this facility will likely be a combination of spaces including 1500 seats for worship, various size meeting/ classroom spaces, music suite, and support spaces (platform, wings, food service, restrooms, foyer, table and chair storage, bookstore/ coffee shop, control booth, mechanical electrical rooms). This building will require a ground plane footprint of about 30,000 SF. Total area including music suite and meeting rooms will be about 40,000 SF minimum. Future expansion space could be shelled in as a third floor on this building.
- c. For master planning purposes we have projected building area footprints for other future facilities as follows:

Fitness Center and Gym	19,000 SF
<u>Existing gym</u>	<u>5,700 SF</u>
Net new footprint	13,300 SF
Offices (3,200 SF existing bldg)	6,500 SF
Vehicle Garage	2,100 SF
<u>Seasonal Storage</u>	<u>1,000 SF</u>
Total footprint	3,100 SF
Clothes Closet (900 SF existing)	1,800 SF
<u>Other Mission Support/ Epworth House</u>	<u>2,800 SF</u>
	4,600 SF

- 3. Master Plan Concept – SCMH and Glatting Jackson started the conceptual master plan development, both onsite and community plans, with a design charette on October 12. That initial concept has been redeveloped, vetted with David McEntire, and a refined concept will be presented to LRPC 11/2 to kick-off committee discussion and input to the process. Our plan will be to process the LRPC input for further review at the 11/16 meeting.

We look forward to your input and guidance resulting from the presentation of the conceptual plan. Your comments will guide further master plan concepts as well as development of the more detailed building program data for the various phases of the master plan.

Sincerely,



John R. Curtis, A.I.A.
JRC/ajd