

St. Martin de Porres Building Committee

Meeting Minutes—5/4/2017

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1. Michael led the committee in an opening prayer.
2. Attendees: Michael, Stacy, Walt, and Marty. Guests: Kevin Kapchinski (youth ministry), Donna Inman (bereavement ministry), Joe Cave (parishioner), and Francis Zordilla and Christine (Claycomb Architects).
3. Michael stated that the purpose of this meeting is to discuss the kitchen for the multipurpose building. Michael noted that he had requested input from the ministries that use the kitchen most often, such as the Knights, youth ministry, and bereavement ministry.
4. Michael read a “wish list” that was provided by Dennis from the Knights. The requested kitchen items included:
 - Cooktop with 6 burners
 - Large vent-hood
 - Warming drawers (at least 4)
 - Two ovens or a double oven
 - Large side-by-side refrigerator
 - Two prep sinks and one hand-washing sink
 - Space for the ice machine (recently purchased by the Knights)
 - Fryer
5. Joe suggested using one large warming cabinet, instead of separate warming drawers. This will save space and be cheaper than four warming drawers.
6. Kevin stated that he needs a freezer for storing food for the middle school youth program. It was suggested that an upright freezer (typical household size) be included in the kitchen.
7. Joe recommended using a 3-compartment sink with shelves at each end. The sinks will be used for cleaning and sanitizing dishes, so no separate dishwasher would be needed. The sinks should be large enough to accommodate full-sheet pans and will drain through a grease trap. Joe also suggested that a garbage disposal would cause a maintenance problem for the plumbing and the grease trap.

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Training will be needed to make sure people follow the correct procedures for removing food without pushing it down the drain.

8. A 6-burner range with a griddle would be about 5' wide and would have two ovens (large enough to hold full-sheet pans) under it. If this is out of budget, we could try to get something with smaller ovens or purchase a refurbished range unit.
9. Depending on the size of the range, the vent-hood would need to be 6' to 8' wide. Joe said that hood, fans, and fire system together could cost as much as \$18,000 if purchased new. In addition, we need to be careful that the vent hood assembly is accessible from outside for maintenance purposes.
10. The kitchen plan includes a serving countertop that is 2' deep and has a 10' wide serving "window" from the kitchen to the serving area.
11. The kitchen also includes a food prep counter and two rolling carts. Joe suggested including stainless steel shelving under the prep counter for storage of pots & pans.
12. The plan includes a laundry space. Joe said that if tablecloths are routinely laundered, the water from the washer will need to drain through the grease trap. The committee debated whether to get stackable washer and dryer units to save space. Michael suggested that we use side-by-side washer and dryer units, because they are easier to reach and have more capacity. We can also place shelving units above the machines for storing the linens.
13. It was suggested that we include lots of countertop outlets to accommodate a microwave, crock pots, portable roasting pans, etc. Joe said that we would likely need at least six dedicated electrical circuits for the kitchen appliances and outlets.
14. Walt suggested adding some fans to help move air in the kitchen.
15. There is a pantry for food storage and storage of paper goods.
16. Francis said that the plan is to use quarry tile with a diamond texture in the kitchen. Joe suggested that we use stained and sealed

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concrete instead of tile for easier cleaning. Rubber mats can be used for traction.

17. Marty said that the Knights might prefer to have the fryers outside for easier cleanup, but finding nearby storage space could be an issue. If we assume fryers will be used outside, we need to make sure we have enough power outlets, lights, and water faucets outside the kitchen (on the large “patio” area) to facilitate fryer cleanup.
18. Joe suggested that we consider using refurbished commercial appliances instead of new ones. There is a supplier that he has used before that sells refurbished appliances that look as good as new and come with warranties. This could save a lot of money. For example, a new range would cost about \$8500, but a refurbished would be less than \$3000.
19. Action Items:
 - a. Marty will obtain the dimensions/specs for the ice machine and send them to Francis.
 - b. Francis will update the kitchen space based on today’s discussion.
20. The next committee meeting will be determined later.