

# 2018/9 Capital Improvement Plan

*Building on our strong foundation*

## **Annual Meeting**

May 6, 2018

# Acknowledgement

- SPC, Cap Improve Team, B&G, Staff, Board & Others
  - Becky, Mike, Linda, Donna C, Donna G, Marty, Paul, Jenny, Don, Rich, Dee, Lucy, Dave, Jim W, Jim D, Laura, Steve, Tracey, Jacqueline, Marilyn, Richard Stat, Leila, David, everybody who provided comments, apologies if you aren't on this list

# World Café > Capital Improvement Plan > Vote

The goal is a more affordable, accessible, flexible and attractive facility.

Specific objectives are:

- Increase income from underutilized space within the building and the exterior grounds
- Improve ingress/egress and accessibility between buildings
- Improve space utilization/flexibility in Parish Hall, Sanctuary, and kitchen
- Add ADA compliant unisex restrooms adjacent to parish hall
- Modernize AV systems in the Sanctuary
- Improve overall appearance and attractiveness of Sanctuary and parish hall

# Two Part Capital Improvement Plan Vote

1. Set aside \$500,000 and accrue interest to help fund chronically underfunded Maintenance Reserve
  - When we increase income enough, release funds for improvements
2. Implement 12 improvements in 4 groups managed by volunteer teams in order of priority per World Cafe
  - Accessibility & Restroom(s) Team
  - Flexibility Team
  - Audio/visual Team
  - Attractiveness Team

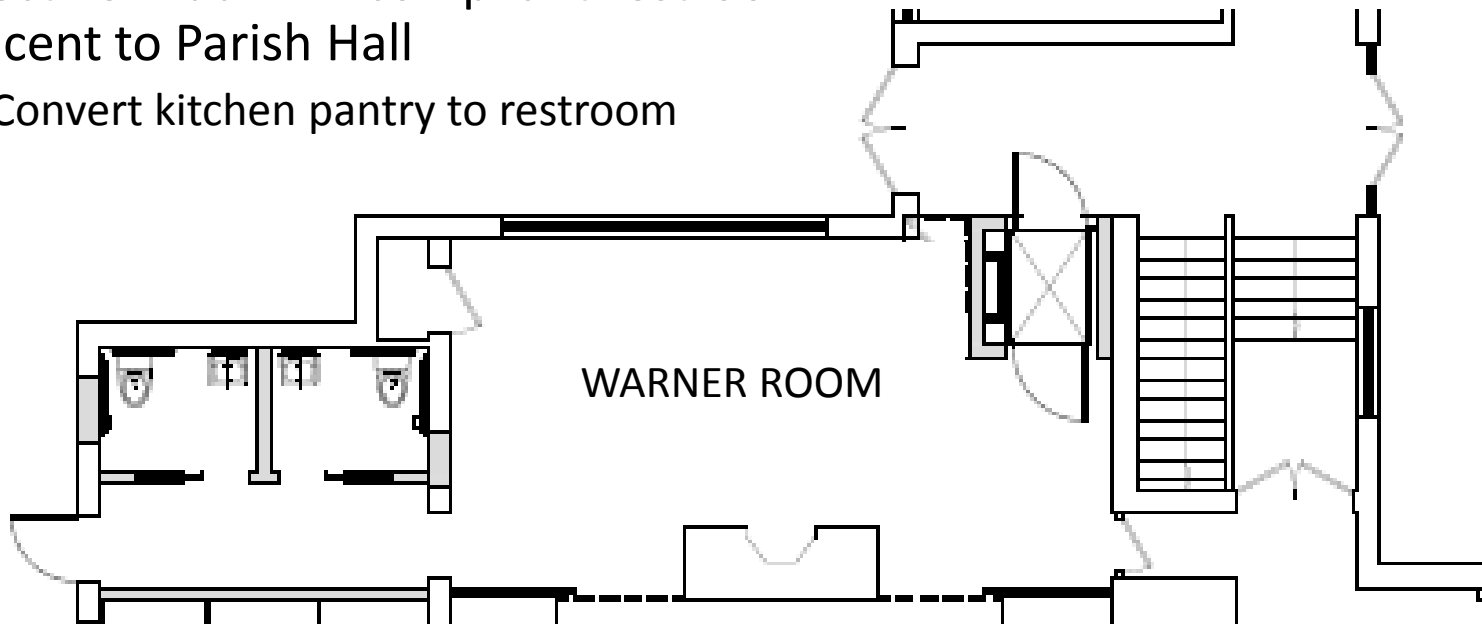
# Accessibility & Restroom(s) Team

- Objective: Improve ingress/egress & accessibility between buildings
  1. Mechanize front entry doors  
future vote to decide glass or Parks' doors
  2. New mechanized glass doors between vestibule and Sanctuary
  3. Platform lift from office to Sanctuary level
  4. Wheelchair lift on steps to RE wings



# Warner Room Platform Lift & Unisex Restroom

- Objective: Add ADA compliant restroom adjacent to Parish Hall
  5. Convert kitchen pantry to restroom



# Flexibility Team

- Objective: Improve space utilization/flexibility in Sanctuary & Parish Hall
- 6. Options to include: replace pews with chairs and install new floors in Sanctuary & Parish Hall (future vote on pews or chairs)



5/4/2018

P J Krape

Chairs & Sanctuary floor \$100,000  
Parish Hall floor \$ 20,000



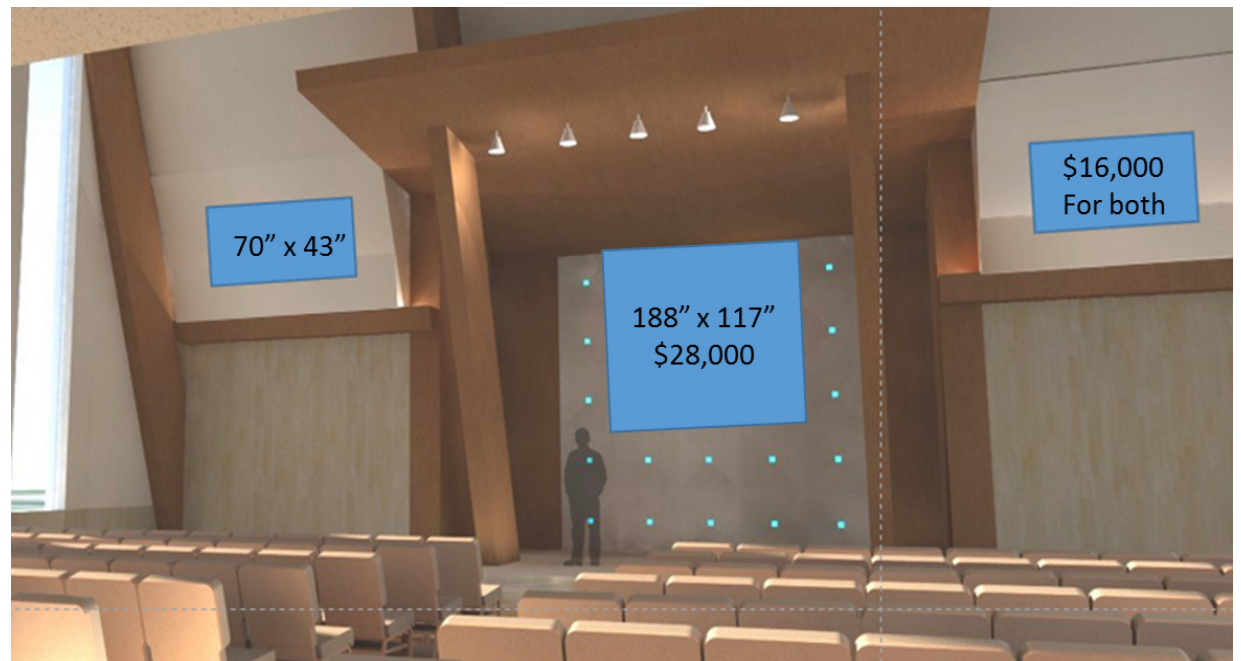
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# Audio/Visual Team

- Objective: Modernize AV systems in Sanctuary & Parish Hall

7. Upgrade audio
8. Install video display system
9. Install recording & streaming capability

Estimates from  
\$42,000 to \$100,000





# Attractiveness Team

- Objective: Improve overall appearance and attractiveness of Sanctuary & Parish Hall
  - Install modern motorized window shades in Sanctuary\*
  - 10. Replace accordion doors with foldable panels
  - 11. New corridor ceiling & lighting between Sanctuary & Parish Hall
  - 12. New ceiling in Parish Hall

\* High priority paid partly from \$179K and part from Capital Campaign fund



# Project Management

- Form Project Management Team accountable to Board
  - Comprised of Strategic Planning Committee and four Team Leaders tasked with:
    - Get remaining bids
    - Work out what we can afford based on World Café priorities
      - Attractiveness improvements postponed if funds insufficient
    - Select contractors, specify materials and finishes
    - Report at least quarterly to Board
    - Board reports to congregation at least semi-annually (October & March)
    - Manage to completion

# Sources of Funds and Cost Estimates

POSSIBLE SOURCES OF FUNDS		COST ESTIMATES	
Capital Campaign Fund	\$ 1,250,000		electric Sanctuary window shades \$ 45,000
to Maintenance Reserve	\$ (500,000)		required electric upgrades \$ 8,000
Capital Improvements Now	\$ 750,000	1, 2	glass ADA front & vestibule doors \$ 30,000
		3, 4	ADA ramp OR elevator & stair lift \$ 350,000
Remainder of \$179,000	\$ 22,900	3, 4	modify basement bathrooms \$ 50,000
Old RE wing floor	\$ (2,500)	5	ADA restroom(s) & kitchen \$ 150,000
Stained glass fund	\$ 70,000	6	chairs & new Sanctuary floor \$ 100,000
architect Fee	\$ (9,700)	6	new Parish Hall floor \$ 20,000
paid to architect so far	\$ 3,300	7	upgrade Sanctuary audio \$ 25,000
Available Now	\$ 834,000	8	stream & record video \$ 30,000
		9	video display system \$ 28,000
PNC construction bond	\$ 36,000	10	replace accordion doors \$ 180,000
sale of pews	\$ 2,000	11	new corridor ceiling & lights \$ 60,000
Chalice Lighter AV Grant	\$ 20,000	12	new Parish Hall ceiling \$ 65,000
chair contributions	\$ 10,000		
POSSIBLE in FUTURE	\$ 68,000		sub total \$ 1,141,000
		15%	design & project mgt (not on all items) \$ 101,000
POTENTIAL TOTAL	\$ 902,000		grand total \$ 1,242,000

# Motion for Vote

I move that the congregation:

authorize the Board of Trustees to use the Capital Campaign Fund as follows:

- 1) reserve \$500,000, income to be applied to the Maintenance Reserve,
- 2) implement the Capital Improvement Plan.

## **CAPITAL IMPROVEMENT PLAN SUMMARY**

1. Mechanize front doors (vote later#)
2. Mechanize vestibule doors
3. Platform lift to Warner Room
4. Chair lift to RE wing
5. Restroom(s) off Warner Room
6. Develop flexibility options to include replace pews with chairs (vote later#)
7. Upgrade audio
8. Video display
9. Streaming
10. Replace accordion doors
11. Refurbish corridor (tunnel)
12. Replace Parish Hall ceiling

# future vote by the congregation