

# Proposed Plan for Moving Forward with Building Project

C2HUU Board of Trustees, November 13, 2018

*Dates shown are as proposed, subject to adjustments*

This proposed plan reflects four years of effort by the Board and its Task Force volunteers to gather Congregational input, acquire expert advice from architects and engineers, gain financial support from the Congregation, and develop building options consistent with both the church’s needs and the church’s finances. It specifically reflects the Congregation’s recent input via an October on-line survey, complemented by a Town Hall meeting.

As indicated by the Summary of Survey Results, there is strong support (83%-89%) for proceeding with the new building and making it affordable by postponing all but essential renovations to the existing building. The plan also reflects the survey’s many written comments wanting to ensure that the postponed renovations would not “fall off the table.” And it reflects the creative optimism that generated some 50 thoughts about ways to close the gap between the current cost estimates and the current forecasted funding available.

The plan has four elements, with related timeframes. Itemized explanations follow the chart.

	The Four Elements	Jan-Dec 2019	Jan-Dec 2020	Jan-Dec 2021	Beyond
1	FINANCING STRATEGY			(tbd)	(tbd)
2	NEW BUILDING				
3	FIX-UPS TO EXISTING SPACE				
4	SUBSEQUENT RENOVATONS			(tbd)	(tbd)

1. Follow multi-faceted FINANCING STRATEGY for closing the gap between the estimated \$1.3M construction cost and the currently forecasted capital fund availability of \$1.1M, without compromise to fundamental space requirements, or principles, or operating budget vitality. (For detailed questions or suggestions, please contact Andy Hencke, using [andyhencke@gmail.com](mailto:andyhencke@gmail.com).)
  - Explore potential sources to augment the capital fund; coordinate complementary financial strategies to close the gap. *[Nov 2018 – Jan 2019]*
  - Get congregational vote authorizing construction loan to cover contractor payments beyond the capital fund amount that will have accumulated by the time those payments are due. *[Jan 13, 2019]*
  - Negotiate construction loan for the amount that will be due to contractor in the course of the construction period, beyond the pledged amounts we expect to have come in to the capital fund by those due dates. Include a provision to convert the remaining debt balance, if any, beyond the end of that period to a longer-term loan. *[Mar-Jun 2019]*
  - Pay down any longer-term debt balance remaining from the construction loan as quickly as further pledge payments or other funds are received. *[Jun 2021-tbd]*

2. Move ahead with contractual commitments for constructing the NEW BUILDING.
  - Develop final technical design and detailed engineering plans based on refined conceptual design; pursue negotiations with construction professionals and town officials committing to June 9, 2019 ground-breaking. *[Jan-May 2019]*
  - Undertake contracted construction and clean-up *[Jun 2019 - May 2020]*
  - Since the essential lower-level renovations to remove old plumbing and replace old electric panel will also be contracted, try to get that part done early in coordination with the steps in Element 3 *[Jun-Aug 2019]*
  - Finish and furnish the new space. *[Jun-Aug 2020]*
  
3. Depend on the experienced Buildings & Grounds Team to organize and manage groups of volunteers who'll apply their time and talents to FIX UP EXISTING SPACE usable for our program purposes following the tenant preschool's departure. Ultimate scope and timeframe will depend on support of volunteers.
  - Scope: Potential scope includes removing unwanted remnants of the preschool, cleaning, painting, and improving the lighting in the upper and lower level classrooms and auxiliary spaces in the south end of the Jones Building; reconfiguring the music office and closet next to the Straley Room; and preparing miscellaneous spaces usable for storage.
  - Budget: Necessary supplies will be paid from the operating funds allocated for maintenance.
  - Timeframe: Fix-up work will occur after the preschool's May 2019 departure. With sufficient volunteer participation, this work could be done over the summer, with move-in projected in time for fall start-up. *[Jun-Sep 2019]*
  
4. Pursue SUBSEQUENT RENOVATIONS under the aegis of the Buildings & Grounds Team, which will schedule, contract, and manage particular renovation projects as priorities dictate year-by-year, and as available resources allow.
  - Scope: the "Building on Our Legacy" list of priority renovations, based on congregational input, included the kitchen, the Commons bathrooms, and the acoustics, heating and air conditioning, and electrical system in the existing Jones Building. Subsequent inputs have confirmed these as priority interests. However, other priorities may emerge to be considered when the time comes, so the scope remains flexible.
  - Budget: Smaller renovations may be affordable within the operating funds allocated for maintenance in upcoming fiscal years. Larger renovations will likely depend on targeted fundraising.
  - Timeframe: After the new building is completed, timing for particular renovation projects will depend upon Congregational priorities and interest in helping, and upon available funds beyond those required for repairs and maintenance issues.