

FAQ's (Frequently Asked Questions)

FAQ's have been gathered from various meetings and discussions on Project 20/20. We will continue to add to these as we hear more, so keep those questions coming!

Space Design & Use

Q: Is there multi-use space included in Phase 1?

A: Phase 1 has been designed for multi-use and is really the strength of Phase 1.

Q: What is the usability and traffic flow for the kitchen?

A: The kitchen has been carefully laid out for efficiency. It is smaller than the existing Fellowship Hall kitchen as it serves smaller space.

Q: Is the choir room space still open to input?

A: Yes. The choir room is one of the least used spaces in the facility, so one possibility is that the choir can rehearse where there is a piano and music storage.

Q: Can the large assembly room be divided with a foldable partition?

A: A folding partition is not in the current plans. Architects generally advise that such partitions are seldom actually used.

Q: Why is the men's room separated from other rooms that require plumbing?

A: Separation of male and female restrooms is a deliberate choice to aid in the supervision of youth. The men's room is located beneath the existing kitchen, so existing plumbing may be extended from there.

Q: Where are the new classrooms for Sunday School, adult education and similar meetings?

A: Phase 1 includes one new classroom that will be dedicated to youth. The large assembly room can be configured for other uses. Other classrooms are included in the Phase 2 work.

Q: Is there a second door to the kitchen?

A: The new kitchen is meant to serve moderate sized groups, but not the entire congregation, so a second door is not in the plans.

Q: Is the existing stairway adequate egress for the new space?

A: Architectural services included exhaustive and definitive code checks. Planned egress is sufficient to meet code.

Q: Are we planning to build-out the entire lower level now?

A: The feasibility study indicated strong support for phasing the project to avoid long term debt. Because preschool operation in the existing facility is sustainable, the youth and community center expansion has received priority as Phase 1 of the project.

Q: Do we really need more parking?

A: The few proposed new spaces near the new entry to the Youth/ Community space is to provide access to the new door. We do occasionally need more parking, but the more frequent problem is the lack of access to the main entry from the lower lots, resulting in congestion in the upper lot. The master plan includes new walkways to provide access from the lower lot, but these would be constructed during Phase 2.

Q: Is Preschool handicap accessible?

A: Yes. The proposed facility meets code requirements for handicap accessibility.

Q: How is radon mitigated?

A: Radon gas comes from some types of underlying soils and rock, and it seeps into occupied spaces. In general, the mitigation method includes sealing the occupied space, and evacuating and venting the radon gas from the underlying soils.

Q: Will the new kitchen be licensed?

A: No. The kitchen will be used in conjunction with church and non-profit meetings and activities. The intended use does not require commercial certification or licensing.

Construction Phase

Q: What is the construction timeline?

A: Construction duration is estimated to be about 4 months, and the bulk of it is indoor. Before construction can start, we need to complete construction documents, and bid and award the work. This puts construction in the latter half of 2020, provided we maintain focus on critical efforts.

Q: Where do kids go during preschool remodel?

A: The preschool remodel is Phase 2 work, so details are yet to be determined. There are several options, ranging from temporary buildings, temporary use of other space within our own facility, or temporary use of space at Winter Park Christian, Snow Mountain Ranch, or public schools.

Q: Do we have to use the same construction company (Chillcoots) that provided estimating services? Are there others that could do the project for less money?

A: We are not committed to Chillcoots for any more than the cost of estimating services. Competitive bidding will reveal the best value for our money.

Q: What if we act as a General Contractor (GC)? Can we bring the building cost down?

A: We could conceivably act as our own GC, but that would probably require full-time effort on the part of a member or congregant unless we retained a Construction Manager for fee. This may bring the overall building cost down, but it's a lot to ask of a volunteer.

Q: What are other ways we can bring construction costs down? What are our plans to incorporate volunteer labor?

A: Chillcoots has indicated their willingness to work with us on volunteer efforts, but we'll need a coordinator for that, and we'll need to ensure that volunteer work can be carried out safely, properly, and avoid delays. Given our successful use of volunteers during construction of the church years ago, we are hopeful that we can leverage "sweat equity" again.

Q: How will current operations be impacted during construction?

A: For Phase 1, main level activity may be only minimally affected by short plumbing or electrical outages. Preschool may be more impacted, especially for slab-embedded plumbing.

Q: Will Phase 1 take care of radon and moisture infiltration?

A: Yes. Radon mitigation and moisture control are essential to safe occupation of the lower level while preventing future damage to finished spaces.

Post-Construction/Use of New Space

Q: How and who will manage scheduling multiple events?

A: There is presumably an increased administrative load associated with scheduling events in an enlarged facility. Whether or not the increased load can be met with existing staff is yet to be determined. In addition, we plan to use available technology tools, such as an existing function in Breeze, to help manage this.

Q: Is Phase 1 more attractational than missional?

A: The use of Phase 1 facilities strikes a balance between the attractational and missional. Our own youth and young families will enjoy the space, but there are numerous opportunities for community non-profits to take advantage of the space as well.

Q: Will the new expansion include a custodian or individual who can set up tables and chairs to prepare for events?

A: Staffing changes required by new facilities and increased activity are yet to be determined.

Q: What about reserves needed to maintain the existing facility?

A: The Building Maintenance Reserve has been established in recent years, and we have been able to replace furnaces as needed. The Building Maintenance Reserve is under-funded with respect to our projections of future needs. For example, premature roof failure could necessitate borrowing or fund raising. We are debt free, and our facility is relatively new and energy efficient. Our overall financial position is admirable.

Q: Will Preschool still be able to hold a rummage or garage sale?

A: Yes. Of course, collection and storage of items for sale would have to change since the Plywood Room would no longer be available.

Financial Considerations

Q: Will commitment Sunday collect time and talents, as well as monetary commitments?

A: We would like to do this in some form. Past use of sign-up forms has been ineffective, so ideas will be appreciated. The pledge card features a check box to indicate individual interest in gifts of time and talent.

Q: How could we make in-kind donations?

A: Financial equities are absolutely encouraged as there may be tax advantages to the giver. The church will liquidate such equities through its broker. As with equities, the donor should expect that the church may liquidate any in-kind donation immediately or in the future. It's a good idea to consult a Session member before deciding to make an in-kind donation especially if church use and retention of the item is expected.

Q: Are there instructions to brokers for contribution of equities?

A: Our consultants, Church Development, have provided general instructions, but personal and specific instructions are ultimately the responsibility of the giver, so you may want to check with your financial advisor/accountant.

Q: What is the square footage and cost per square foot?

A: The floor area of the Phase 1 Youth/ Community space is about 3600 square feet. The construction cost of the Youth/ Community space calculates to about \$150 per square foot. This excludes the cost of architectural and supporting consulting services. It also excludes the cost of capital campaign consulting and support services.

Q: Will we utilize church bonds to finance the project?

A: Church bonds are not planned. Bonds are essentially a form of indebtedness to an investor, obligating the church to interest paid to the investor. Our goal has been and continues to be avoiding long-term debt.

Q: What happens if we get commitments for less than the cost of Phase 1? Will we adjust our plans, and build with the money we receive? Or will we go ahead and build according to our plans, and take a loan for the rest?

A: There are only minor adjustments that can be made to the scope of Phase 1. New parking could be deferred, as could the slab in the Gravel Room. If the shortfall in funds is that marginal, it may be best to take a loan for the rest. Debt service might then be folded into our operating budget, or we might retire the debt with a voluntary fourth year extension to pledges. In addition, we will be considering additional fund-raising efforts to supplement financial needs for the Phase 1 and Phase 2 work, which will be assessed following the Phase 1 Capital Campaign.

Q: How much money will we need in the bank before construction begins?

A: PILP suggests accumulation of six months in pledges. This same six months would allow time for completion of construction documents and bidding the construction.

Q: Is furniture included in the cost?

A: Yes, the cost estimate for Phase 1 includes furnishings.

Q: Is our congregation growing? Is this really the right time to expand?

A: Trends are in the right direction, though growth does not come easily to a main line protestant church in a rural resort area. We have stable leadership and a strong financial position with significant gifts earmarked for the project. This is the right time.

Q: When will we start the Phase 2 remodel the preschool and the education spaces?

A: Phase 2 could be undertaken immediately following the three-year campaign associated with Phase 1. Another capital campaign could be undertaken in 2023, with preschool and education construction as early as 2024. Of course, Phase 2 will depend on the will of the congregation at that time.

Q: How can we fund a new expansion if we are in the red financially?

A: First, it is important to know that CEH has been practicing sound financial management and is not in the red financially. We have a strong balance sheet with reserves to be used in case of income loss or building maintenance needs. We did budget a deficit in 2019 in faith that we could fund new ministries, but with the assurance that operational reserves would afford full funding of the budget. Income has not supported those ministries, and some difficult choices need to be made for 2020.

Q: Can the Denver Presbytery help with funding?

A: The Long-Term Initiatives Committee is interested in investing in churches that are growing and thriving. Their criteria are a strong connection between our stated mission and ministries that the new facilities would enable. We plan to continue these discussions with the Presbytery, which were started during our New Beginnings process.

Q: Who owns the church building? Should we think about an agreement with the Presbytery to negotiate/clarify these matters?

A: The Denver Presbytery owns the CEH building; this is the typical arrangement in the Presbyterian Church of USA. This ownership has been upheld in previous cases where congregations have elected to leave PCUSA. An agreement is not likely to gain acceptance and may create barriers to Presbytery support.

Q: What is our remaining debt amount from the original building?

A: CEH is currently debt free having had our "burn the debt" celebration a few years ago.

Q: How much money has been donated prior to and outside of the current capital campaign?

A: More than \$100,000 has been donated, and an additional \$100,000 is committed. Both are outside the professional estimate of our capability.

Q: What is the current balance in the Building Fund?

A: We will have essentially depleted the Building Fund by the end of 2019.

Q: Can we defer the construction of new parking spaces to save money?

A: Yes. Although this would mean more difficult access to the new space and would discourage its utilization, we will consider such modifications depending on our funding levels.

Q: Can we defer the installation of the floor slab in the gravel room to save money?

A: Yes. A temporary radon mitigation could be installed for about \$10,000, saving about \$40,000 in Phase 1 costs. This offers advantages in the event of changes to Phase 2 plans. But the temporary mitigation would eventually be removed, resulting in an increase in the overall cost of the master plan for the lower level.

Q: Would we charge for use?

A: Yes. Use of the building is extended to community non-profit organizations as a service to our neighbors in a spirit of cooperation. Our current practice is to charge nominal fees for building use. These fees are meant to defray out of pocket costs such as cleaning and utilities only. The fees in no way recover the cost of ownership of the facility.

Q: Are there charitable foundations that would contribute?

A: It's possible. In general, such foundations are oriented to secular community use, and may even have policies prohibiting investment in religious institutions. Further, they tend to take more interest after the congregation has demonstrated its resolve to fund and complete the project. Any appeal to outside investment would be made after ascertaining substantial congregational support for the project.

Q: What are the current rules related to stock gifts?

A: Financial equities are absolutely encouraged as there may be tax advantages to the giver. The church will liquidate such equities through its broker. As with equities, the donor should expect that the church may liquidate any in-kind donation immediately or in the future. It's a good idea to consult a Session member before deciding to make an in-kind donation especially if church use and retention of the item is expected.

Q: What is significant about age 70.5?

A: This is a question for your financial advisor or tax accountant. There may be tax advantages related to IRA minimum distributions.

Q: Will there be one-on-one visits?

A: No. One-on-one visits are not a feature of the capital campaign. Paula may make pastoral visits as needs or requests may indicate.