

# Church of the Holy Family Capital Improvement Plan – 2011-13

## *“The Dream Lives On”*

### **Executive Summary**

- Work has begun on finalizing plans to replace the entire roof system of our buildings. Contractor bids are expected to be requested in late summer with construction starting as early as spring 2012.
- Current cost estimates range between \$650,000 and \$800,000. Roughly 80% of the costs will be covered with existing savings while the balance will require a loan.
- Plans are also in place to share concepts to renovate and replace or resurface the current parking lot. The project is being considered for implementation sometime in 2013.
- Parking lot costs are estimated to range from \$320,000 to \$400,000.

### **Phase I - Roofing Project**

Over the past several years, our parish has experienced numerous roof related water leaks and subsequent interior damage. In 2008, we commissioned Professional Services Industries, Inc. (PSI), a respected engineering & consulting firm, to study Holy Family's existing roof systems and prepare design and material specifications, as well as recommendations to avoid future failures. These documents would then serve as a foundation for preparing a contractor quote package.

We have a very complex roof system, which covers multiple buildings and intersections, was installed at varying times, consists of different types of roofs, and is of various stages of wear, age and repair. We have evidence of significant staining and water damage in the overhang portions of the building and on many of the interior and exterior walls.

Because of the multiple roof systems, we cannot easily assess the cause of some of the issues we face, nor can we conclude adequately how they can be best resolved. We have investigated the possibility of staging or breaking up the roof replacement project into several phases however, the roofing contractors will only warrant their work and would not agree to be accountable for work completed by other contractors at interfaces. Any existing issues with previously completed workmanship and joints would simply not be covered. Thus, it does not appear feasible or advisable to only repair parts of the roof over time.

The efforts completed by the PSI study and commissions in late 2008 were used to establish rough cost estimates for our planning and budgeting purposes. At that time, the rough estimated cost for the entire project ranged from \$650,000 to \$800,000.

After much prayer-driven deliberation, it was decided to put the project on hold in 2008, because we could not afford to pay for it at that time. Alternatively, we chose to continue to maintain the existing roof by patching and re-shingling, as needed.

During the past few months, it has become clear that we cannot continue this practice. The patch jobs are simply not working as hoped. The recent heavy rains, coupled with yearly seasonal climate changes are forcing us to make difficult choices to protect our parish from further inevitable damage.

Our assessment, recommendation and conclusion is that we proceed with plans to replace the roof within the next year.

## **Phase II - Parking Lot Project**

We are in the final stages of the life expectancy of our aging parking lot. In recent years, it has continued to require more frequent patching. We were warned about three years ago that it had 2-3 years of life remaining. The cracks, in some cases, have become crevices. While this project has not reached a critical need, we are anticipating greater costs for repairs over the next couple of years which will have a negative impact on our future budgets and savings.

We have studied this in detail and have developed plans for the parking lot resurfacing to include pulverizing and milling the existing asphalt, re-grading and repaving the existing lot as well as the entrance and exit drives. This cost has been estimated at \$320,000.

In response to parishioner requests, we have investigated and developed two alternative parking lot plans, which would address expressed concerns regarding conflicts between vehicle and pedestrian traffic patterns as well as Americans with Disabilities Act (ADA) parking space locations and compliance.

These design concepts are intended to improve the traffic patterns, offering increased safety to those walking to and from their vehicles and concentrate ADA parking closer to the main entrance of the church. One plan offers a defined circular drop-off area while the second plan offers an L-shaped drop-off area. Each alternative is estimated to cost \$390,000 (or \$70,000 more than resurfacing the existing parking lot).

We plan to display these concept alternative designs during the coming months and request that parishioners choose between design and cost targets that best meet the needs of our parish. Once the selection process has been completed, we will implement plans to complete whichever option is preferred.

## **Financial Status**

The financial status of Holy Family is strong. We took on significant debt for the church renovation during the Faith in The Family Program. In 2006, we made the final payment on our loan and we currently have no debt. We currently have unrestricted savings of \$677,000.

Since the year 2000, our demographic and financial picture has been changing. We have witnessed a gradual, slow decline in weekly contributions of about 1% per year. Since our operating costs have continued to rise annually, we have responded by continuously cutting our discretionary spending which included maintenance spending.

Each year, we prepare and approve a budget at Holy Family, which shows a surplus, in order to generate savings for needed facility investment. Acting as stewards of our parish, we believe this practice has been prudent. As contributions have fallen, however, we have succeeded only by cutting our expenditures to more than offset the drop in revenue. The administrative staff has our true admiration.

Now, with the recent success of the Call to Discipleship appeal, we feel confident that contribution growth will return, and this will lead us to a stable, continuous surplus in the future. With your prayerful support, we feel that we can now move forward.

## **Conclusions**

- Our intent is to proceed with plans and actions to complete phase 1, and then phase 2 of our capital improvement plan projects within the next two years.
- We will begin phase 1 by allocating \$625,000 from savings, and taking on debt in order to pay for the remainder of the costs associated with completing phases 1 and 2. We have faith that parishioners will help us pay off the debt over a reasonable term.
- We are going to begin the Roofing Project immediately. It is our expectation that the actual work will be undertaken in the spring of 2012. The Parking Lot project will follow in 2013.
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As always, we welcome your ideas and we ask for your prayers. Thank you.

Signed,

Ken Rettmann  
Building & Maintenance Committee

Rob Marzonie  
Stewardship Commission

Hank Herbst  
Church Support

Jim Duprey  
Finance Committee