

# UUFSD Board of Directors Meeting Minutes

Sunday, 12/22/24, 11:30 AM - 12:25 PM | Location: UUFSD, Founders' Hall

## Board Members Present:

Wenda Alvarez, President  
Mary Anne Trause, Vice President  
Livia Walsh  
Andi MacLeod  
Larry Jones  
Julia Darling  
Pam Parker  
Sarah Miller, Treasurer, Non-voting member  
John Drewe, Secretary, Non-voting member  
Rev Ellie, Minister, Non-voting member

## Board Member(s) Absent:

None

## Guest(s) Present:

Jon Luft, Dream Builders Committee  
Lisa Shaffer, Capital Campaign Committee  
Angie Knappenberger, Capital Campaign Committee

- Chalice Lighting Mary Anne Trause
- I. Discussion Agenda Wenda Alvarez
  - A. Capital Improvement Project - Phase 2

### Discussion:

UUFSD received competitive bids from three qualified contractors for Phase 2 on November 21. The bids all came in well beyond our planning budget (and funds raised) totaling \$1.1 million. The low bid was \$1,667,069 – 51% over project budget estimate used for fundraising.

In meeting with the apparent low bidder, we established the only way to reduce cost is to reduce the project scope. In discussions with the Contractor and later with the City of Solana Beach, on Dec. 11, we identified three significant opportunities for scope reduction that would not compromise the central goals of Phase 2. Dream Builders Committee recommends the following.

1. Defer the 19 additional parking spaces to a future Phase.
2. Defer to Phase 3 the trenching and underground utilities from Phase 2 meant only to serve the Amphitheater Improvements.
3. Defer to Phase 3 the construction of the Trash Enclosure and associated utilities.

Deferral of any work will require new construction drawings by the architecture and engineering team for COSB permitting and final contractor cost proposal. A proposal for the related additional A/E fees will be provided by Doug Paterson after the New Year.

**Motion:** Proceed with Phase 2 project and fundraising in accordance with current construction

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drawings. **Not seconded Motion Failed**

**Motion:** Defer the proposed 19 new parking spaces to a future construction phase.

**APPROVED**

## B. Footprints Classroom Roof Repair

Wenda Alvarez

Consent to UUFSD entering into a contract with The Roof Masters, Inc. to **repair the roof leak at the Footprints classroom**. This is a deferred maintenance issue.

- **Amount: \$3,500** (\$2,900 quote plus NTE \$600 for unforeseen damage, e.g. rotten wood replacement)
- **Scheduling:** Repairs to take place during Sandy Hill Nursery School winter break.
- **Project Manager:** Chris Faller, Dream Builders Committee

**APPROVED**

- Funding source: OPS.SIT.07 - B&G Maintenance.

## II. Reports/Updates

A. **Phase 2 electronic vote:** Authorize an application to extend the Coastal Commission's *Letter of Intent to Issue a Coastal Development Permit* for another year and \$2,500 for related administrative costs.

**APPROVED**

- Approved by electronic vote completed 12/19/24. 100% of UUFSD elected/voting Board Members (7) responded and approved.
- Funding source: EXP.CAP.03 - Capital Fund Exp

## III. Board Scheduling and Administrative

A. Next Board Meeting: Sunday, Jan. 12, 11:30 AM, Founders' Hall

## IV. Extinguish Chalice/Close Meeting

Mary Anne Trause

Dear UUFSD Board of Directors,

The Fellowship is standing on the doorstep of realizing a significant part of a dream, more than a decade in the making. As the Dream Builders Phase 2 Subcommittee works through the complicated process of planning, design, and permitting for Phase 2 with the City and the Coastal Commission, informed Board decisions are a critical part of that process. It is important the Board is fully informed so decisions that facilitate the process and progress can be made timely and without negative impact.

Dream Builders received competitive bids from 3 qualified contractors for Phase 2 on November 21. The bids all came in well beyond our planning budget of approximately \$1.1 million. In meeting with the apparent low bidder we established the only way to reduce cost is to reduce project scope.

In collaboration with the Contractor and later with the City we identified 3 significant opportunities for scope reduction that would not, in our opinion, compromise the central goals of Phase 2. They are:

1. Eliminate the 19 additional parking spaces from the project altogether, OR defer them to a future Phase.
2. Eliminate all the trenching and underground utilities from Phase 2 meant only to serve the Amphitheater Improvements, and do them later in Phase 3
3. Defer the construction of the Trash Enclosure and associated utilities to Phase 3

The City has indicated positive support for all 3 major scope reductions in Phase 2. Accepting options 2 and 3 above by default is mandatory on our part to have any chance of bringing our costs for Phase 2 down. These items are assumed to be needed for Phase 3 and costs will be deferred to that Phase.

Board decisions are needed timely in order to advance Phase 2. They are:

- A. Remove the 19 new parking spaces entirely from the project, or
- B. Defer the construction of new parking spaces to a future phase
- C. Apply for an Extension to the Coastal Commission's Letter of Intent to Issue a Coastal Development Permit before it expires, at the cost of approximately \$2,500

Because options A and B above represent changes in the scope of the project, our Architectural and Engineering team (A/E) will have to revise the design and the construction documents. Selecting option A above means the A/E team will have to revise the City package AND the Coastal Commission Package. This is the more expensive pathway for the consulting team and will take longer. Selecting option B above means the A/E team only has to revise the City

package, the less expensive and quicker pathway to building permit. **The A/E team cannot move forward with any work on Phase 2 until the Board decides option A or B, and the Board has agreed to an additional services fee. The A/E team is on hold currently awaiting direction.** Item C above refers to an active promise from the Coastal Commission to issue the Fellowship a Coastal Development Permit when we are ready. That promise however is due to expire on February 8, 2025. If we do not apply for an extension from Coastal within the deadline, our ability to advance Phase 2, Phase 3, or any other project on campus will essentially come to an end for the foreseeable future.

The A/E team is standing by for direction on option A or B above so they can tailor their additional services scope appropriately. Some practical reasons to provide the A/E team prompt direction:

- The A/E team may not be available precisely when we need them
- Prices for labor and materials go up every day
- The apparent low bidder may not be able to hold their prices indefinitely
- The more time that expires without cause indicates lack of confidence in the enterprise

### **Recommendations/Requests**

**Parking** - Dream Builders recommends the Board approve option B from above, to defer building the 19 new parking spaces to a later phase, and notify the A/E team accordingly. The congregation, while not currently growing in a manner to justify additional parking at this time, that may change in the future, and expansion of seating in the Amphitheater is no longer designed or anticipated, although that may be desired in the future. Choosing to defer the new additional parking to a future phase does not preclude future expansion.

**Coastal Commission** – Dream Builders urgently requests immediate Board approval to allocate about \$2,500 to prepare and submit the Extension prior to the February 8 deadline. Deferring a decision on this particular request until the January 12, 2025 Board meeting puts our entire capital campaign in grave peril.

Hopefully, the Board can provide these approvals much sooner than the January 12, 2025 Board meeting by whatever administrative or executive means are available.

Suggested motions:

- Approve deferring the 19 new parking spaces to a future Phase as soon as possible

- Approve the budget amount of \$2,500 to file the extension with the Coastal Commission

Respectfully,

Dream Builders Phase 2 Subcommittee

Jon Luft

Dale Gottdank

Angie Knappenberger