



UUFSD CONGREGATIONAL MEETING

SUNDAY, JANUARY 26, 2025

AGENDA

- **Welcome and Board Member Introductions** *Wenda Alvarez, President*
- **Chalice Lighting** *Rev. Ellie Kilpatrick, Minister*
- **State of the Congregation** *Rev. Ellie Kilpatrick, Minister*
- **President's Report** *Wenda Alvarez, President*
- **Treasurer's Report** *Sarah Miller, Treasurer*
- **Capital Improvements** *Angie Knappenberger, Dream Builders Committee*
Larry Jones, Board of Directors
Lisa Shaffer, Capital Campaign Committee
- **Nominating Committee Update** *Alisa Guralnick, Nominating Committee Chair*
- **Endowment Fund – Planned Giving Update** *Mark Tuller, Endowment Committee Chair*
- **Fellowship Self-Evaluation** *Mary Anne Trause, Vice President*
- **Q&A** *Wenda Alvarez, President*
- **Chalice** *Rev. Ellie Kilpatrick, Minister*



Today: Voice your question into the microphone so online attendees can hear.

Notecard: We welcome your questions and feedback.

Email: board@uufsd.org **Subject:** Jan. 26

CONGREGATIONAL MEETING AGENDA JANUARY 26, 2025

Founders Hall

Welcome Wenda Alvarez

Chalice Lighting Rev. Ellie Kilpatrick

State of the Fellowship Rev. Ellie Kilpatrick

Introduction of Board Members Wenda Alvarez

President's Report Wenda Alvarez

Treasurer's Report Sarah Miller

Religious Exploration & Fellowship Update

Rev. Ellie Kilpatrick

Dream Builder Update Angie Knappenberger

Capital Campaign Lisa Shaffer

Endowment Fund – Planned Giving

Alisa Guralnick

Report from Nominating Committee Alisa Guralnick

Fellowship Self-Evaluation Mary Anne Trause

Extinguishing the Chalice Rev. Ellie Kilpatrick

FINAL NOTICE of UUFSD CONGREGATIONAL MEETING

Dear Fellow Members of UUFSD,

We encourage you to join us this Sunday, January 29th, for our Congregational Meeting which will be held in our amphitheater immediately following our service

Please use the links provided below to access the documents . We will have a few hard copies on hand, but request that you either bring your own copies or access them digitally using your phone.

We will be voting on amendments to three Articles in our Bylaws: Article III: Membership, Article V: Congregational Meetings, and Article VI : Board of Directors.

This meeting will be livestreamed, but only the Voting Members physically present in the amphitheater will be able to vote.

AGENDA

1. Call to Order and Chalice Lighting

0. State of the Fellowship Rev Ellie Kilpatrick
Click [here](#) for a copy of the Draft Behavioral Covenant

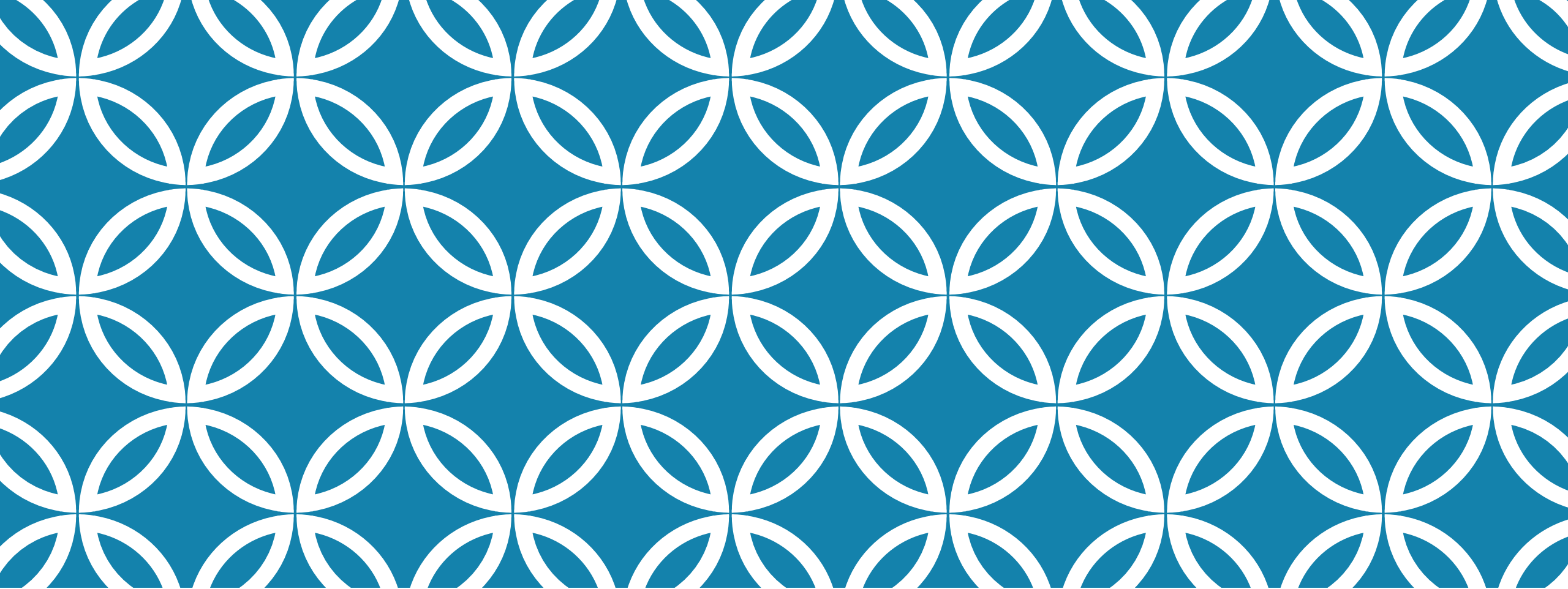


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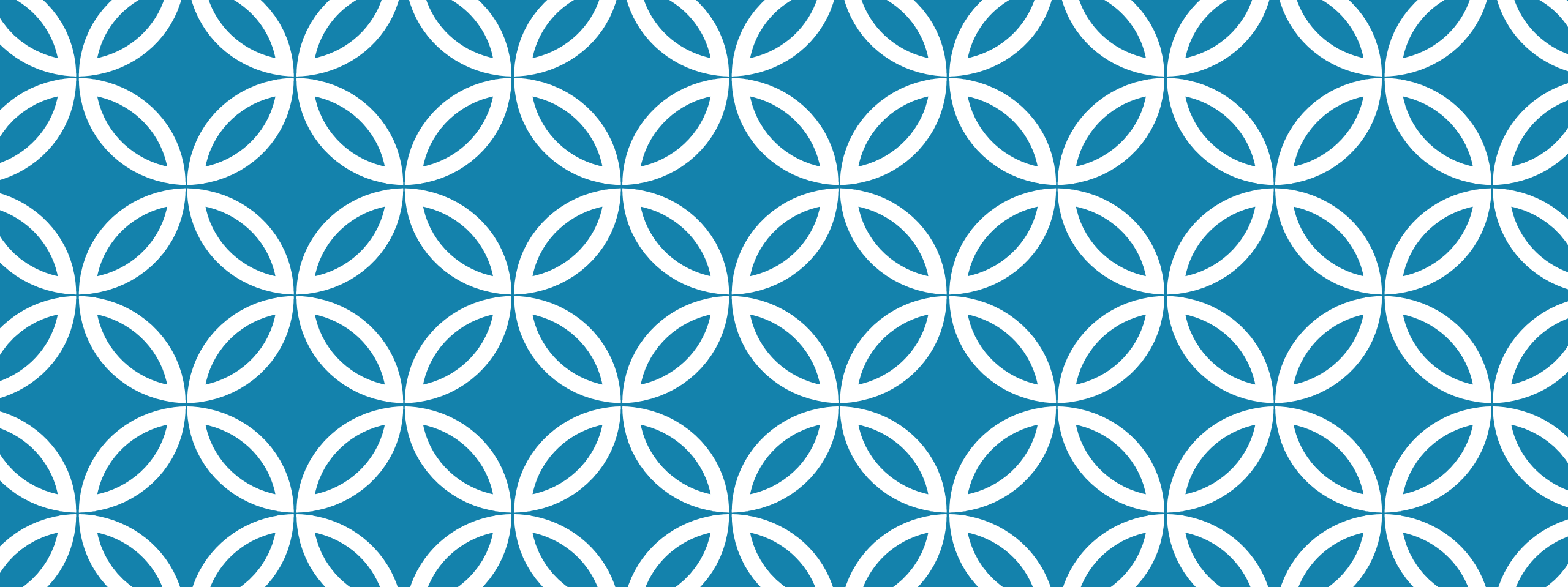
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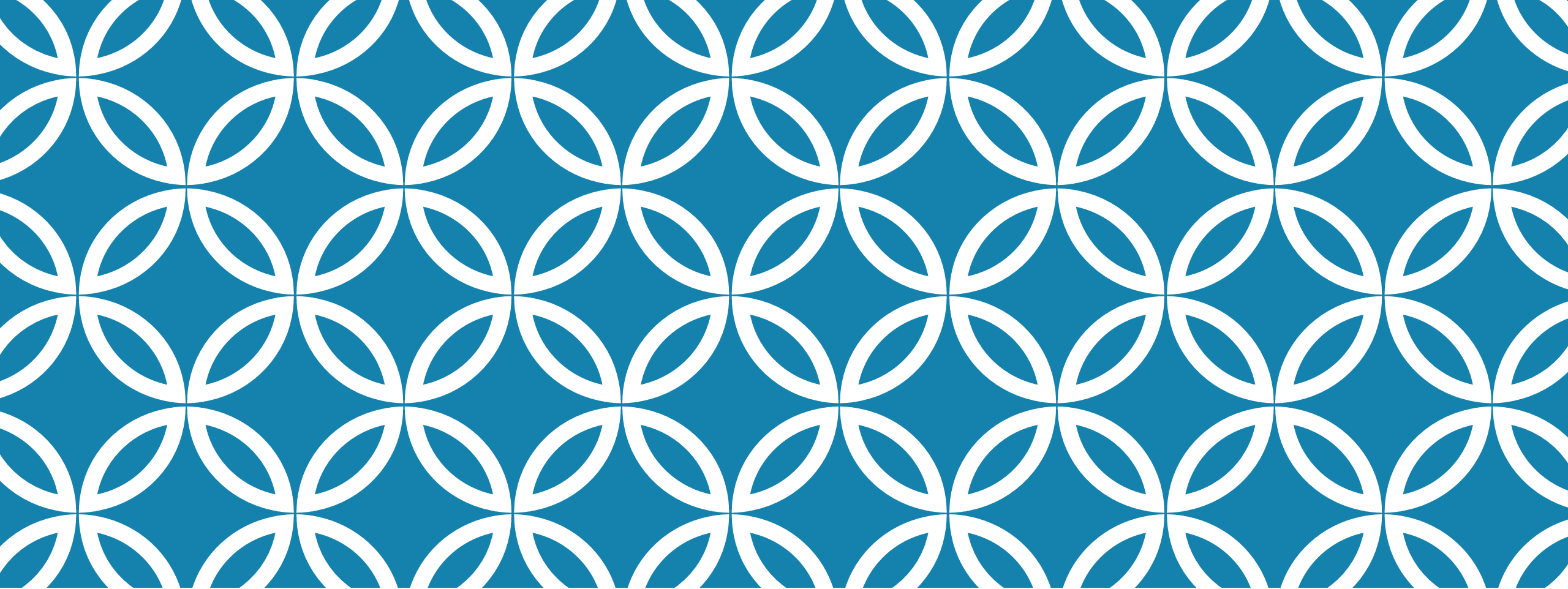
Chalice Lighting
State of the Congregation

REV. ELLIE KILPATRICK, MINISTER



President's Report

WENDA ALVAREZ, PRESIDENT



Treasurer's Report

SARAH MILLER, TREASURER

TREASURER'S REPORT

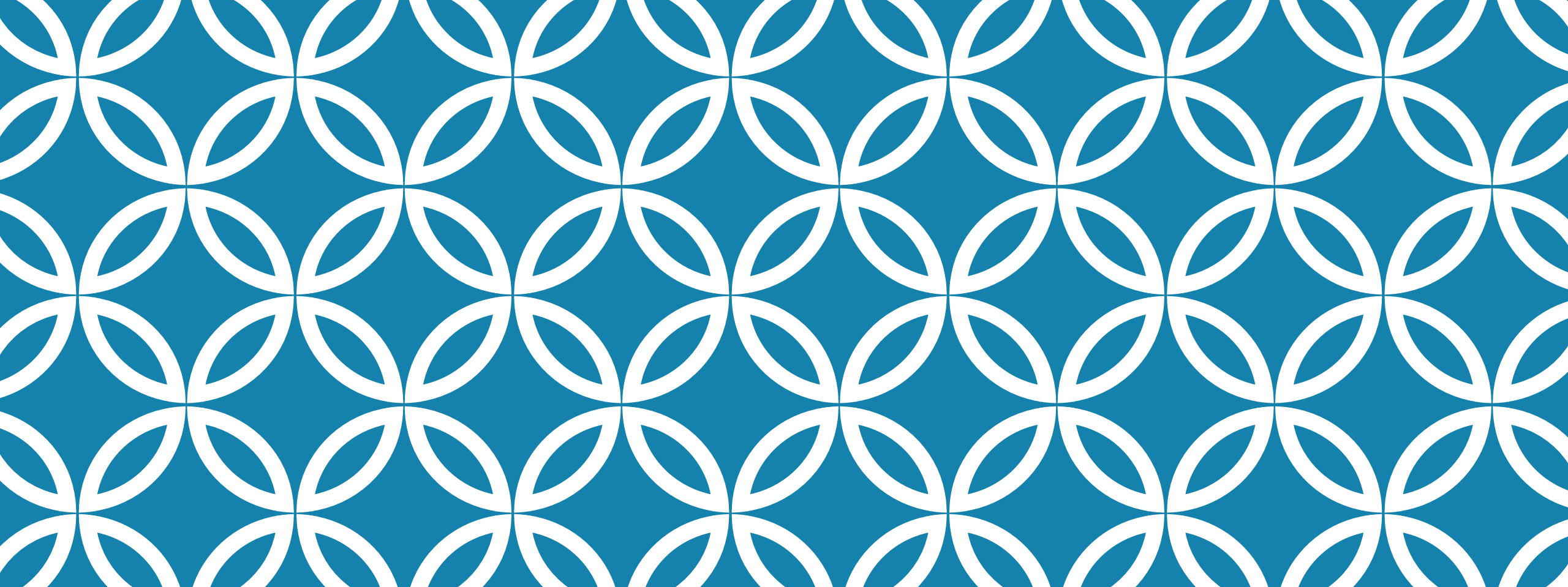
- General Fund is in good shape.
- General Fund reserves are in good shape:

February

1. Donation statements for your 2024 taxes will be sent out
2. We start our annual budgeting cycle
 - Committees start discussing their budgeting requests for FY25-26
 - Pledge drive planning gets underway

TREASURER'S REPORT

UUFSD General Fund P&L December 31, 2024		Jul 2024 - Dec 2024	Annual Budget	Over/Under Budget	50% of Year % of Budget
Revenue					
Total Pledges	229,289.82	321,100.00	-91,810.18	71.41%	
Total Site Rental	36,316.79	52,600.00	-16,283.21	69.04%	
Total Fundraising	1,202.66	15,250.00	-14,047.34	7.89%	
Total Sunday Collection	4,779.16	12,000.00	-7,220.84	39.83%	
Total Other Contributions	2,247.24	5,300.00	-3,052.76	42.4%	
Total Investment Income	4,186.51	13,000.00	-8,813.49	32.2%	
Total Revenue	278,022.18	419,250.00	-141,227.82	66.31%	
Expense					
Total Operations Expenses	22,880.93	63,250.00	-40,369.07	36.18%	
Total Denomination Expenses	10,000.00	10,000.00	0.00	100.00%	
Total Committee Expenses	2,964.74	9,775.00	-6,810.26	30.33%	
Total Program Expenses	7,363.68	10,450.00	-3,086.32	70.47%	
Total Payroll Expenses	163,251.45	325,916.00	-162,664.55	50.09%	
Total Expense	206,460.80	419,391.00	-212,930.20	49.23%	
Total Other Expense	10,864.19				
Net Income	60,697.19				



Capital Improvements: Dream Builders at *amazing* **work**

ANGIE KNAPPENBERGER, DREAM BUILDERS COMMITTEE

LARRY JONES, BOARD OF DIRECTORS

CLASSROOMS AND . . .

Project 1: New Flooring 4 classrooms

Upgrade 60-year-old plank wood floors with vinyl to improve maintenance, safety and aesthetic.

Cost: \$18,650

UUFSD Share: \$9,325

Sandy Hill Share: \$ 9,325

Project Manager: Dale Gottdank

Project 2: Roof Leak Repair Footprints (minor)

Cost: \$2,900

Project Manager: Chris Faller

Project 3: Identify Space for UUFSD Youth

- UUFSD currently has no youth space.
- Former YRUU space leased to Sandy Hill in 2018 as a “shared space”
- All classrooms furnished for 2- to 5-year olds.
- **Solution:** Convert the Library to a shared, flexible small group/youth space following completion of Administration Building.

Project Team: **Angie Knappenberger, Sarah Miller, Rev. Heather Megill, Susan Hahm, Greg Brown**

Palmer “Library”:

Re-imagined as a cozy, multi-group shared social center; library books will be moved to the Administration Building

- **RE Home Base**

DREF office

All RE supplies/materials consolidated

Additional, Flexible RE Classroom Meeting Space

- **Flexible Lounge Area for Small Group Ministries**

Administration Building:

- Minister's Office
- Open Office area: Administrator's Space; Library Area
- Dedicated Conference Room
- Programs Office: Dedicated space for the Worship, Music, and Social Action Programs

ADMINISTRATION BUILDING

The Project

Expand space, add restroom, HVAC, completely remodel building.

\$ Budget: \$286,850
\$ Paid: \$223,155
Remaining: \$ 35,500 plus deposits and change orders

Work completed (too slow)

- Concrete, concrete block, floor, roof, & wall framing
- Sewer & storm drain reconfiguration and repairs
- Plumbing rough in, electrical rough in
- Roof

What's left

- Windows, stucco, drywall, HVAC, lighting and plumbing fixtures, flooring, cabinets, paint, entry concrete

Contractor: **Chris Kolb General Contractor**

- **Low cost – 50% less than two lowest bids**
- UUFSD experience: Quality work on 4 classrooms, Memorial wall area, Sliding doors, Bridge repairs.
- Founder family

This project has **operational impact** -- staff offices.

What's next

- UUFSD more aggressive management
- Contractor plan: completion by **March 31, 2025.**

PHASE 2 - ENHANCED SAFETY, ACCESSIBILITY

- **Planning Budget: \$1,100,000**

Based on January 2023 estimate from White Construction plus 10% annual escalation

- **Contractor Selection (Pre-Qualified)**

Competitive Bidding Process
3 bids received

- **Lowest Qualified Low Bid: \$1,665,069**

- **Funding Gap: \$565,069**

- **How to reduce scope has been identified and approved by the Board**

Special Considerations

Sandy Hill Nursery School – UUFSD Tenant

- **Lease:** 2018 – 2034
- **Shared Use** weekdays: 4 classrooms, playgrounds, parking lots, meeting areas (patio, Founders' Hall)
- **Challenge:** Maintain parking for families. 25 spaces in lower lot available throughout construction period will serve UUFSD and Sandy Hill.

Deferred Scope to Reduce Costs and Minimize Funding Gap

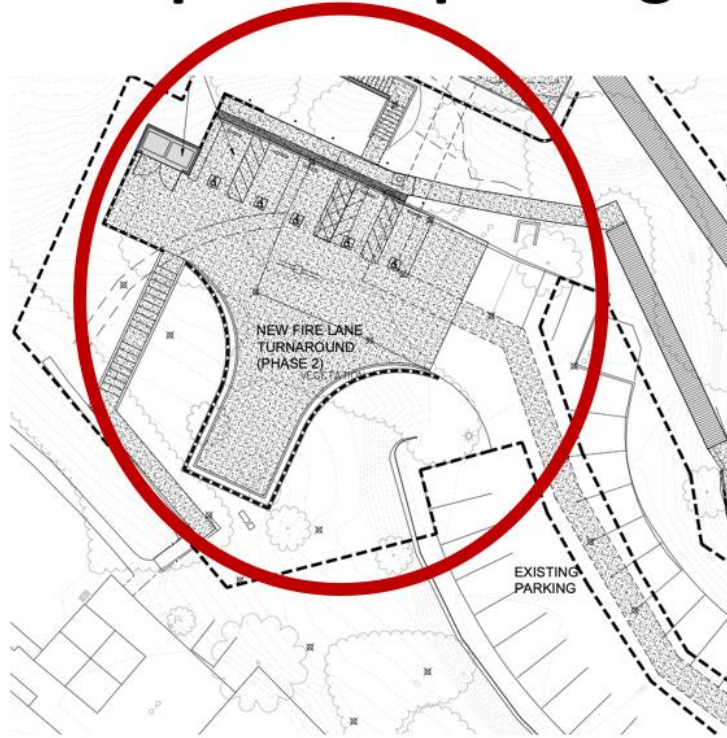
- 19 additional parking spaces
- Trash Enclosure and Utility Trench

Essential Scope Retained:

- Emergency Vehicle Turnaround (hammerhead)
- Utility Trench portion under the new turnaround
- ADA Compliant Walkways to the Amphitheater

Emergency vehicle access – hammerhead turnaround

Expanded parking capacity



ADA-compliant walkways – inclusive, accessible

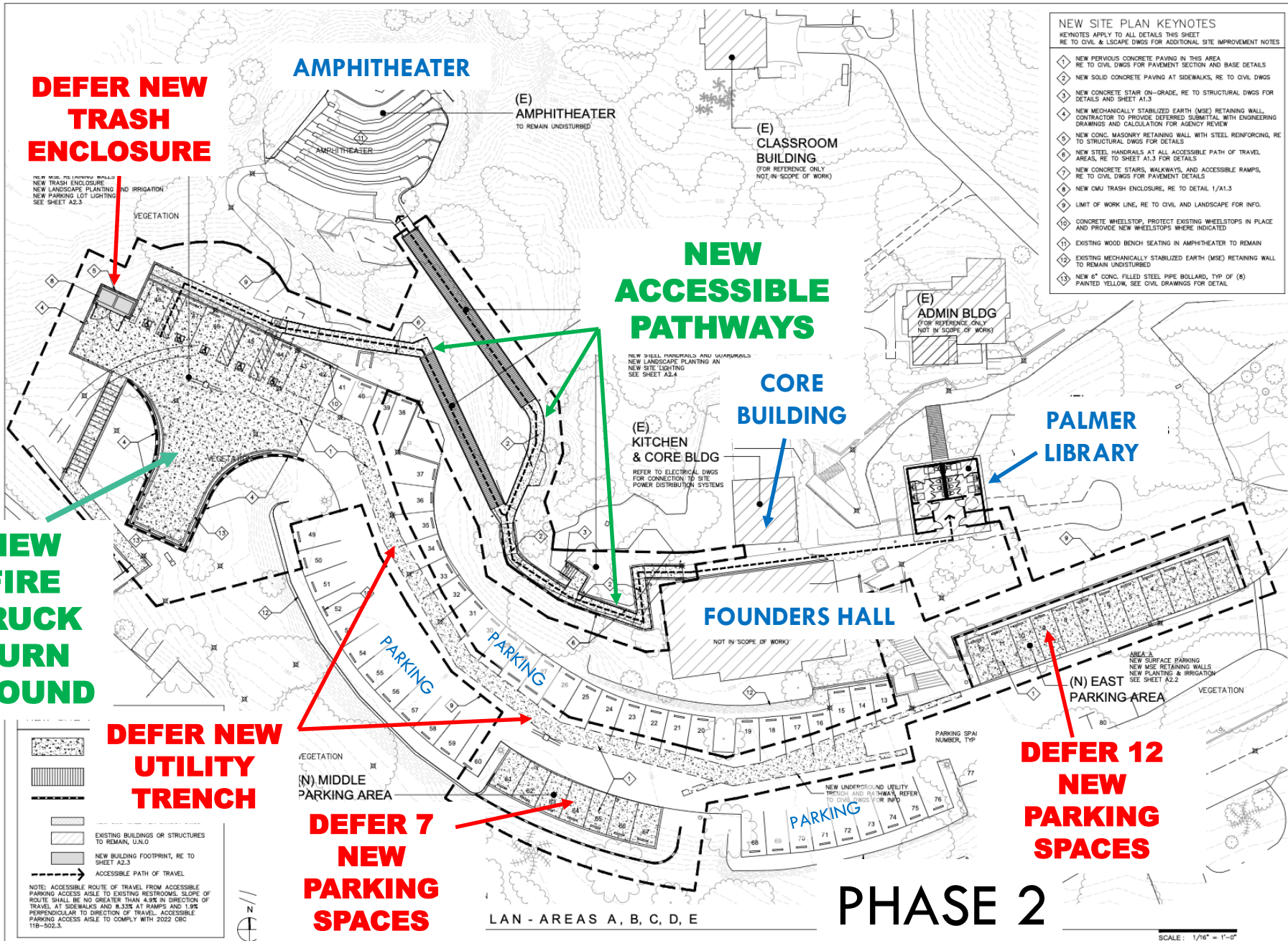


2025 PHASE 2

REDUCED SCOPE
TO MEET FIRE
MARSHAL
REQUIREMENTS
AND PROVIDE
ENHANCED
SAFETY AND
ACCESSIBILITY

Existing — 
Phase 2 — 
Deferred — 

**NEW
FIRE
TRUCK
TURN
AROUND**



NEW SITE PLAN KEYNOTES
KEYNOTES APPLY TO ALL DETAILS THIS SHEET
RE TO CIVIL & LANDSCAPE DWGS FOR ADDITIONAL SITE IMPROVEMENT NOTES

- 1 NEW PERVIOUS CONCRETE PAVING IN THIS AREA RE TO CIVIL DWGS FOR PAVEMENT SECTION AND BASE DETAILS
- 2 NEW SOLID CONCRETE PAVING AT SIDEWALKS, RE TO CIVIL DWGS
- 3 NEW CONCRETE STAIR ON-GRADE, RE TO STRUCTURAL DWGS FOR DETAILS AND SHEET A1.3
- 4 NEW MECHANICALLY STABILIZED EARTH (MSE) RETAINING WALL, CONTRACTOR TO PROVIDE DEFERRED SUBMITTAL WITH ENGINEERING DRAWINGS AND CALCULATION FOR AGENCY REVIEW
- 5 NEW CONC. MASONRY RETAINING WALL WITH STEEL REINFORCING, RE TO STRUCTURAL DWGS FOR DETAILS
- 6 NEW STEEL HANDRAILS AT ALL ACCESSIBLE PATH OF TRAVEL AREAS, RE TO SHEET A1.3 FOR DETAILS
- 7 NEW CONCRETE STAIRS, WALKWAYS, AND ACCESSIBLE RAMPS, RE TO CIVIL DWGS FOR PAVEMENT DETAILS
- 8 NEW CMU TRASH ENCLOSURE, RE TO DETAIL 1/A1.3
- 9 LIMIT OF WORK LINE, RE TO CIVIL AND LANDSCAPE FOR INFO.
- 10 CONCRETE WHEELSTOP, PROTECT EXISTING WHEELSTOPS IN PLACE AND PROVIDE NEW WHEELSTOPS WHERE INDICATED
- 11 EXISTING WOOD BENCH SEATING IN AMPHITHEATER TO REMAIN
- 12 EXISTING MECHANICALLY STABILIZED EARTH (MSE) RETAINING WALL TO REMAIN UNDISTURBED
- 13 NEW 6" CONC. FILLED STEEL PIPE BOLLARD, TYP OF (8) PAINTED YELLOW, SEE CIVIL DRAWINGS FOR DETAIL

DEFER NEW UTILITY TRENCH

VEGETATION

(N) MIDDLE PARKING AREA

DEFER 7 NEW PARKING SPACES

EXISTING BUILDINGS OR STRUCTURES TO REMAIN, UNLO

NEW BUILDING FOOTPRINT, RE TO SHEET A2.3

ACCESSIBLE PATH OF TRAVEL

NOTE: ACCESSIBLE ROUTE OF TRAVEL FROM ACCESSIBLE PARKING ACCESSIBLE TO EXISTING RESTROOMS. SLOPE OF ROUTE SHALL BE NO GREATER THAN 4.3% IN DIRECTION OF TRAVEL. AT SIDEWALKS AND 8.33% AT RAMPS AND 1.9% PERPENDICULAR TO DIRECTION OF TRAVEL. ACCESSIBLE PARKING ACCESSIBLE TO COMPLY WITH 2022 CBC 11B-502.5.

LAN - AREAS A, B, C, D, E

PHASE 2

SCALE: 1/16" = 1'-0"



FOR CITY STAMPS

UNITARIAN
UNIVERSALIST
FELLOWSHIP OF
SAN DIEGUITO

PARKING
FIRE LANE &
ACCESSIBLE
PATHS OF TRAVEL
IMPROVEMENTS
PHASE 2

1036
SOLANA DRIVE
SOLANA BEACH, CA
92075
CDP# 6-17-0713-E1
CITY OF SOLANA BEACH
PERMIT #

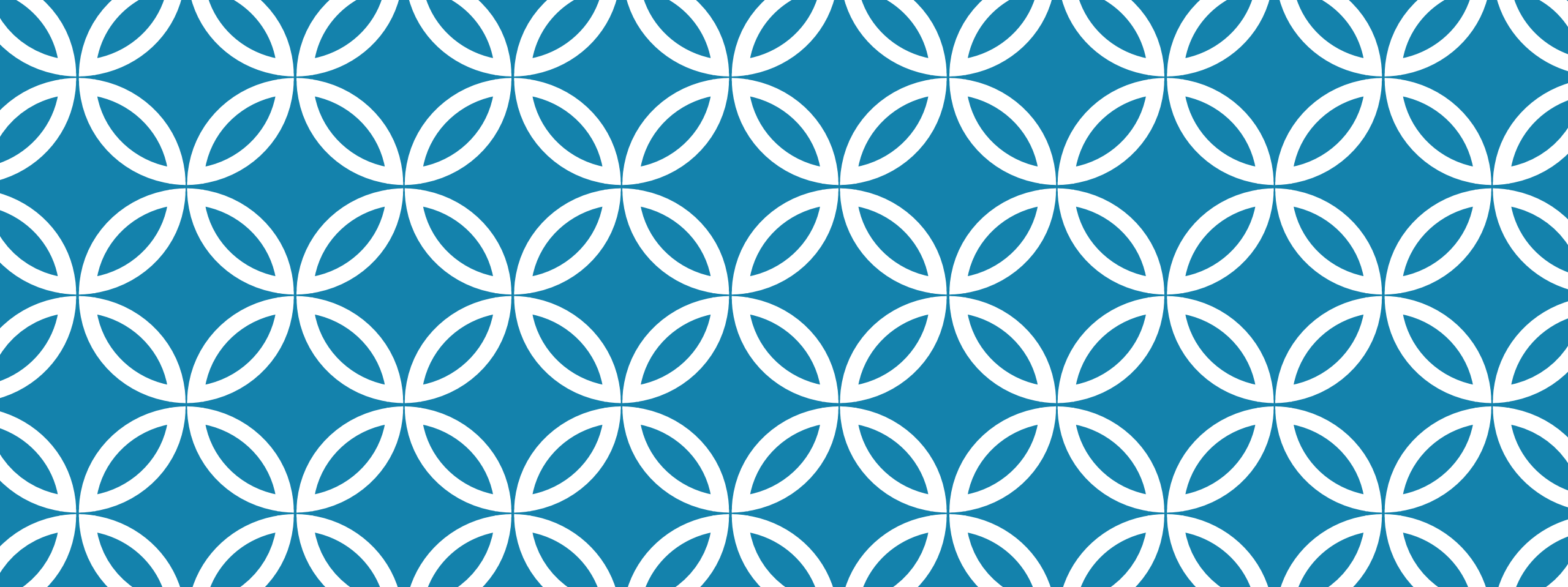
ISSUE:
SUBMITTAL TO
COASTAL COMMISSION 08/22/2024
CITY OF SOLANA BEACH
PERMIT SUBMITTAL 08/16/2024
CITY OF SOLANA BEACH
PERMIT SUBMITTAL UPDATE 08/16/2024
CITY OF SOLANA BEACH
PERMIT SUBMITTAL 08/08/2024

SHEET NAME:
NEW OVERALL
SITE PLAN
AREAS
A, B, C, D

SHEET NO.
A2.1

Next Steps

- Confirm reduced scope with City of Solana Beach (COSB)
(**Done as of this past week!**)
- Architectural/Engineering additional services required to revise drawings
- Identify cost savings (ROM) from our low bidder per reduced scope
- Submit revised drawings to COSB for Review & Comments
- Receive formal reduced bid from our low bidder
- Confirm funding target
- Execute Contractor Agreement.
- Submit Construction & Pollution Prevention Plan to CA Coastal Commission
- Obtain Permit from COSB
- **Start Construction!**



Capital Improvements: Funding the Dream

LISA SHAFFER, CAPITAL CAMPAIGN COMMITTEE

We must ensure that UUFSD is:

- **safe**
- **accessible**
- **sustainable**



for ourselves and for those who come next



We can close the funding gap. How?

CLOSE THE GAP

- **Recognize that costs are only going to go up** – act now or accept defeat
- **Reduce the size of the gap**
 - Dreambuilders and Board reduced scope by deferring parking spaces
- **Seek outside help**
 - Spirit Level Foundation awaiting proposal; likely to approve matching grant for half the gap
- **Dig deeper within our Congregation**

DIG
DEEPER



We're ready to unlock the door to amphitheater improvements:

Safety and Accessibility (Phase 2)

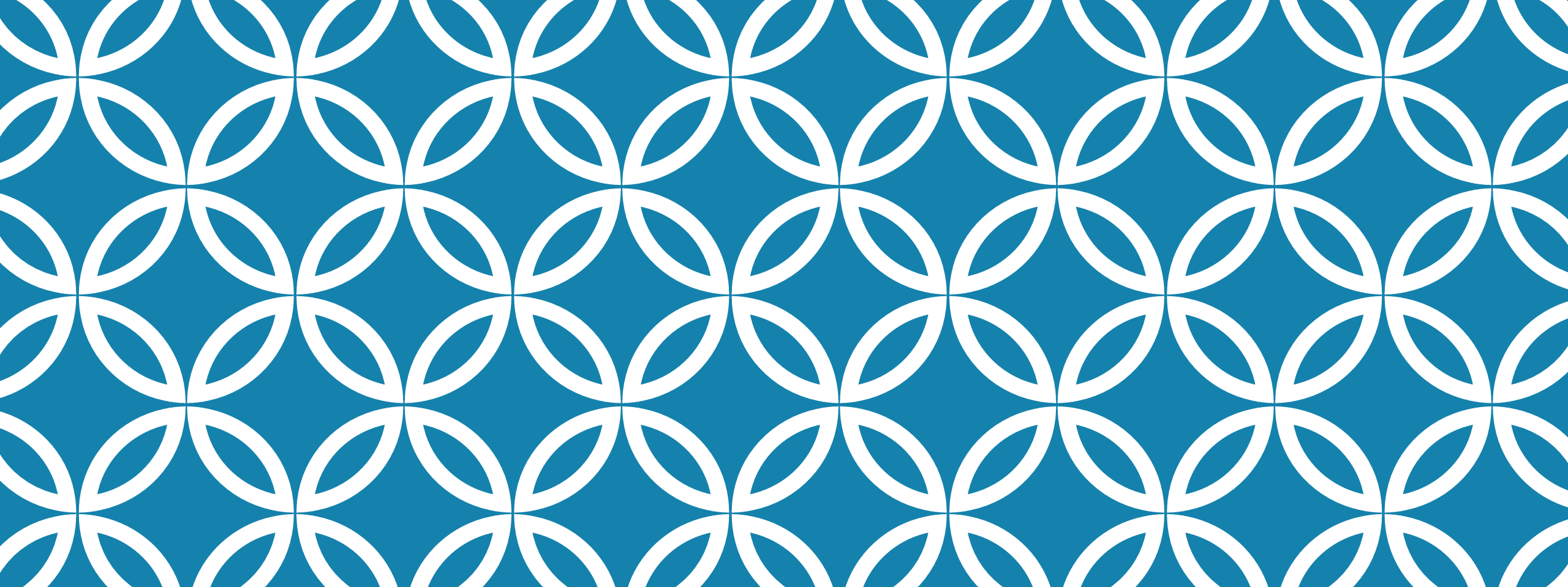
- You answered to call last year with over \$600k in new pledges.
- Now we are getting ready to sign a real contract with real pricing (not estimates)
- We can do it together!!



We will realize our dream

For ourselves and for those who come next!





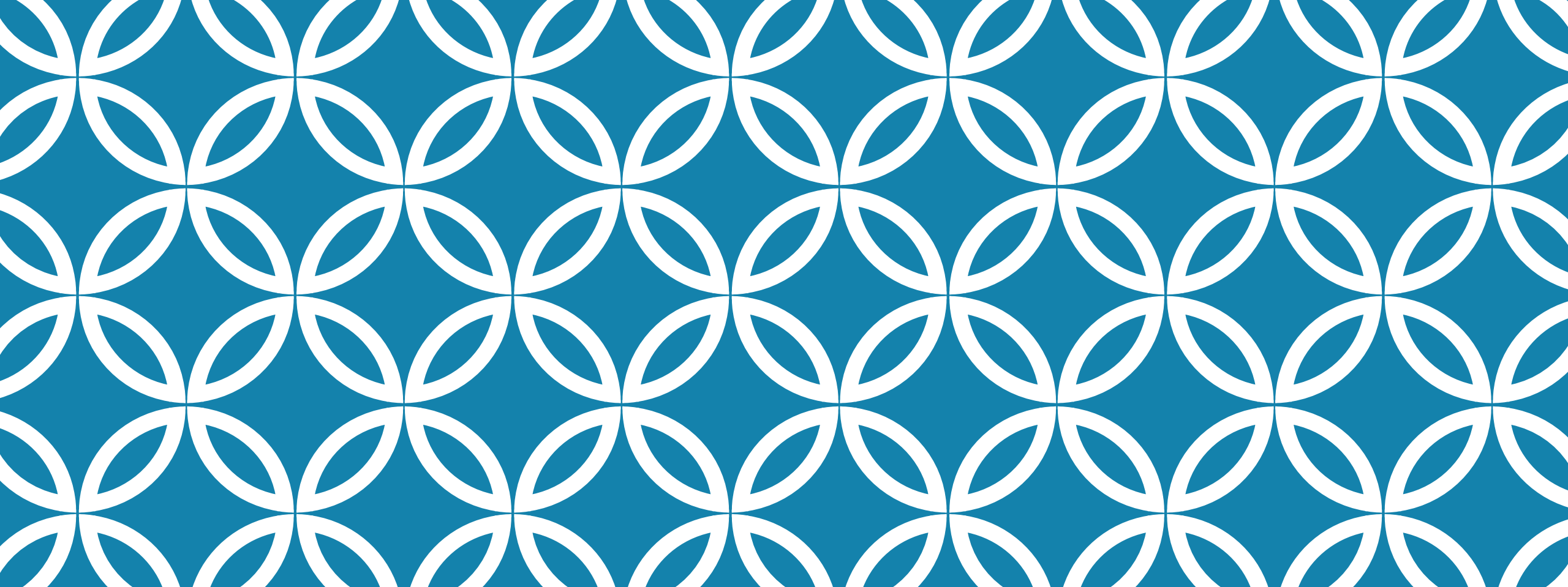
Nominating Committee Update

ALISA GURALNICK, CHAIR



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Fellowship Self-Evaluation

MARY ANNE TRAUSE, VICE PRESIDENT



Today: Voice your question into the microphone so online attendees can hear.

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Email: board@uufsd.org **Subject:** Jan. 26



Chalice Extinguishing

We extinguish this flame
but not the light of truth,
the warmth of community,
or the fire of commitment.
These we carry in our hearts
until we are together again.