



# Nehemiah Team Revised Report Summary



## Space Plan Vision for the Future

**"The God of heaven Himself will prosper us: therefore we His servants will arise and build." Neh. 2:20**

**Date of Revised Report**

October 20, 2013

**Report Revision**

Following the issuance of the Nehemiah Team Space Plan Report dated July 27, 2013, the Nehemiah Team hosted three Open Forums, communicated with individual members through correspondence and discussion, and continued our space planning research. Based on what we learned and the hope for greater unity of vision within the Congregation, we are issuing this revised report and recommendations.

For purpose of brevity and ease of presentation the full original report is not presented herein and is incorporated herein by reference.

**REVISED Phase 1 Space Plan Recommended Projects**

Following are the **Revised** Phase 1 Space Plan Recommended Projects for better utilization and enhancement of St. Paul's existing space. The proposed project descriptions are for the purpose of helping to describe the vision and are not intended to describe the final construction plan and specifications.

For ease of following the proposed changes we have used "strike-throughs" to denote deletions from the original report and "highlighted italics" to indicate additions.

**ID**

**Proposed Phase 1 Projects**

- 1-1 ~~Renovate rooms under Sanctuary for Music Ministry~~
- 1-2 Renovate Sanctuary Guest Choir Loft to accommodate musical instrumentation. *Limit renovations to flooring and seating within the current railing boundary.*
- 1-3 ~~Convert Parlor Into a Gathering, Socialization & Information Center~~ *primary use to Music Ministry. Renovate, refurbish and redecorate to provide for robing, office, storage, and recital needs. As much as possible facilitate multi-purpose uses.*
- 1-4 ~~Partition a portion of the Nursery Space next to Archives Room for additional Meeting Room~~
- 1-5 Refit Bank Building to be Multi-Purpose Meeting Facility
- 1-6 Renovate and refurbish Fellowship Hall, Kitchen and Entry Foyer

- 1-7 Subdivide non-youth Basement Space into Managed Storage Space Assignments
- 1-8 Design and construct a "garden pathway" that runs from the Sanctuary front steps along the 6<sup>th</sup> St. side of the Sanctuary to the Ash Garden.
- 1-9 *Enclose Administration Building porch and remove non-supporting walls to expand front foyer for better accommodation of traffic flow.*
- 1-10 *Modify library space in a way that better facilitates larger meetings and an intimate seating area. (See changes to Operational Recommendations)*
- 1-11 *Remove Sanctuary spiral staircase on the 6<sup>th</sup> Street side and floor-in the staircase in the Sacristy room. Add any needed cabinetry.*

**Phase 1  
Recommended  
Major Repairs**

In addition to the Phase 1 Space Plan Projects we are also recommending several Major Repairs that are beyond the scope of routine to ensure the long-term viability and structural integrity of our buildings.

| <u>ID</u> | <u>Proposed Phase 1 Repairs</u>  |
|-----------|--|
| R-1       | Repair Keever Building Bell Tower roof, water damage and leaks   |
| R-2       | Solve Keever Building basement window-well frequent water leaks  |
| R-3       | <i>Address additional Keever Building moisture related repairs that have materialized since the initial Nehemiah Report.</i> |

**Operational  
Recommendations**

During our research several opportunities for operational improvements came to our attention that we believe will prove beneficial to meeting our space needs:

1. Much of our space is now used for storage. We believe these spaces would be better utilized and organized if the responsibility and management for assigning storage spaces and constructing the type of storage spaces needed was assigned to the Property Committee or a new team established for that purpose. *We further recommend that the assigned responsibilities include authority for disposal of surplus items.*
2. Utilize the term "Nehemiah Building Fund" to designate the monies that have been earmarked for space additions and improvements. This will help segregate the funds donors have given and will give in the future for building additions and improvements as distinguished from general operations, repairs and maintenance, and endowment funds. We further recommend that the Nehemiah Team in association with the Finance Committee be charged with writing the protocol for funds included under this umbrella. **(Done- Church Council established the Nehemiah Building Fund and**

**operational protocol for the fund on October 14, 2013.)**

3. *While exploring the opportunities for additional 1<sup>st</sup> floor space availability, we were unable to locate a team, committee or individual who has responsibility for the library. We recommend the needs, media delivery methods, shared space usage, and staffing of the library be addressed.*
4. *As soon as storage and office needs for other users are met by renovations, we recommend that usage of the Archives Room be limited to archives, finance, and IT personal and records storage.*

**Moving Forward  
with the Nehemiah  
Team**

Following receipt of the revised space plan, we recommend that Council make a final selection of Phase 1 Projects and authorize the Nehemiah Team to prepare a **Construction and Funding Plan** for the projects selected.

The **Construction and Funding Plan** will include for each project:

1. *Project Teams*
2. Drawings
3. The primary construction features
4. Estimated costs
5. Proposed space furnishings and equipment
6. Type of 3<sup>rd</sup> party professionals needed
7. Preliminary funding plan
8. Proposed priority schedule

A Project Construction and Funding Plan will be presented to Council as finished. Council can then make a decision to go forward with the plan, put the plan on hold or request plan modifications. *Congregation approval will be sought as required by the Constitution and By-Laws.*