

**ST. ANDREW UNITED METHODIST CHURCH  
PHASE II BUILDING COMMITTEE  
MEETING MINUTES  
24 NOVEMBER 2009**

Members Present:

Rebecca O'Neal	Allen Amris	Brad McNealy	Chuck Curtis
Cindy Bates	David Cooper	Melanie Rowlison	Mark Rudnicki
Mark Zwilling	Keith Winkel	Woody Herring	JR Casner

Subcommittee Members and Guests Present:

Robert Lee	Linda Lloyd	Colleen Heldt	Ryan Lloyd
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- Linda Lloyd led us in devotions to start the meeting. The theme was "The Greatest Gift of All."
- The minutes of the 27 October 2009 Building Committee meeting were approved as submitted.
- Robert Lee gave a presentation on the progress of the design. Decisions regarding design are 99% complete. The finishes design package, which is the last design package, was released for bid this week. Outstanding design items include the pews and seats for the sanctuary, the columbarium and the audio/visual package. Robert also reported that we will not need a County permit for our intended kitchen use.
- Colleen Heldt presented the Interior Design Subcommittee's recommendation for the skylight baffles. Two options were considered – fabric and aluminum. The fabric material would last about 10 to 15 years and the cost of procurement and installation is estimated at approximately \$26,000. Replacement of the fabric at the end of its life cycle (frames would not have to be replaced) would cost approximately \$10,000. The aluminum baffles would last 50 to 100 years with a cost of procurement and installation of approximately \$38,000. The Subcommittee considered the pros and cons of the two systems and recommends that the fabric material be used. A motion was made, seconded and passed by the Building Committee to accept the recommendation of the Interior Design Subcommittee and utilize the fabric material for the skylight baffles. It should be noted that there is not money in the GMP for the skylight baffles. This item is currently an add alternative.
- Ryan Lloyd gave a presentation on the progress of the construction. The foundation over excavation for the sanctuary and the north portion of the link building is completed. The over excavation for the portion of the link building adjacent to the existing building has started but is on hold due to the presence of water in the excavation. Installation of the foundation caissons will start on 30 November 2009 in the sanctuary area. The parking lot has been graded, but the soil is too wet over 60% to 70% of the lot to place asphalt. There are several areas in the parking lot that are especially wet. In the far northeast corner a drainage system was installed to divert ground water. The discharge from this system will lead to the storm sewer. Application for a State discharge permit has already started. The soil at both the north perimeter of our property and at the beginning of the access road leading from the parking lot have numerous soft, wet spots. Along the north perimeter, the soft spots have been replaced with dryer soil, but excess moisture is still present. Along the access road, Franssen Pitman is currently excavating the wet areas and replacing them with drier material.
- JR Casner gave a presentation regarding the issues with the parking lot. As noted above, a drainage system has been installed to deal with the ground water in the northeast

section of the parking lot. The cost of the system was \$16,000. Overall, the parking lot is not drying as fast as expected and from a weather perspective, time is running out to place asphalt this season. In conjunction with Ground Engineering, Franssen Pittman, SlaterPaul and St. Andrew several scenarios were studied for presentation to the Building Committee. One scenario is to do nothing this season and address the issue in the spring of 2010. This was rejected by the above group due to the lack of parking facilities until spring. Another scenario was to allow the soil to continue to dry naturally, but the chance of this occurring before winter weather sets in and the asphalt plants close for the season is practically nil. The third scenario involves chemically stabilizing the soil with a 4% to 5% cement admixture. There is a good chance that this can be accomplished within the next week. From that point on, there are several alternatives to the third scenario. After stabilization, we could place crushed rock or recycled asphalt on the stabilized subgrade. This would provide a parking surface, but it would have to be removed when the asphalt was placed next year, and, therefore the investment lost. If the weather holds, we can put in the permanent asphalt as planned. If the weather does not hold, we can put in a sacrificial layer of asphalt knowing that parts of it may not survive the winter very well, but good enough for a temporary surface. In the spring, the asphalt can be tested, and that which passes can remain in place. The portion that may be damaged would have to be removed. The recommendation to the Building Committee is that we complete the parking lot in steps. The first step is to immediately stabilize the soil. (Note the soils engineer believes that due to our wet conditions, there is very good chance that stabilization will be required even if we wait until spring to continue.) The cost of stabilization is approximately \$65,000. The next step depends on the weather. Following the stabilization, if we get several days of good weather, then proceed to place the asphalt. This would be the first layer. Franssen Pittman's plan always was to install only the bottom layer of asphalt this fall with the remainder installed in the summer of 2010. If the weather is not suitable and conditions are out of the spec limits, then install a thinner sacrificial layer of asphalt, with the understanding that some of it may have to be replaced next spring. After numerous questions and considerations from the Building Committee, a motion was made, seconded and passed that the soil be chemically stabilized, permanent asphalt applied if the weather permits or a sacrificial layer installed if weather conditions do not meet specifications.

- As decisions will have to be made as to when and which steps are followed in the above process, a motion was made, seconded and passed to give the authority to make the decisions, i.e., when to chemically stabilize, when and if to place permanent asphalt or when to place sacrificial asphalt, to JR Casner and Allen Amis after their consultation with Ground Engineering, SlaterPaul and Franssen Pittman.
- A sheet was distributed (copy attached) containing known additional costs to the project. The two largest items on the sheet are the cost of dealing with the wet soil in the parking lot and the drainage system for the water in the over excavation adjacent to the existing building. The worst case scenario for the parking lot would be placing the sacrificial layer of asphalt and then having to remove it. Assuming that half would have to be removed (\$20,000) the cost of the parking lot water issue is approximately \$120,000. The drainage system to remove the water in the over excavation is estimated to cost \$32,000. To date, items identified as potential overruns amount to approximately \$196,500. Construction contingency available is \$409,590. Non-construction contingency available is \$225,354.
- Linda Lloyd gave a presentation regarding suggestions from the Prayer Subcommittee. A copy of the notes is attached. The Building Committee agreed that a prayer gathering to insert a prayer box in the foundations of the building would be held on 09 January 2010 and that prayer gatherings at the construction site would be held monthly on the 2<sup>nd</sup>

- Saturday of the month. Other events as described in the attached notes will be planned around these prayer gatherings.**
- **The meeting adjourned at 6:50 PM.**

**Respectfully submitted  
H. D. Casner, Jr.  
25 November 2009**

**ST. ANDREW UNITED METHODIST CHURCH  
 ADDITIONAL COSTS  
 24 NOVEMBER 2009**

Description	Overrun	Savings	Subtotals
Lower the telephone conduit in the parking lot	\$6,500		\$6,500
Storm water manhole modifications	\$3,000		\$3,000
Caps for the four major concrete precast sections	\$14,000		\$14,000
Drainage system for the link building over excavation	\$30,000		\$32,000
Additional Humboldt work for the over excavation	\$8,000		
Humboldt savings for less than 10' of over excavation		\$6,000	
Drainage system in the northeast section of the parking lot	\$16,000		\$120,000
Remove unstable soil along the north perimeter of the parking lot	\$6,000		
Remove unstable soil in the northwest section of the parking lot and road	\$13,000		
Stabilize the parking lot and access road	\$65,000		
Potential asphalt replacement in the Spring of 2010	\$20,000		
Geotechnical support	\$5,000		\$5,000
Financing costs	\$16,000		\$16,000
<b>TOTALS</b>	<b>\$202,500</b>	<b>\$6,000</b>	<b>\$196,500</b>

Total contingency available

\$634,944

## Notes From Prayer Committee

### Prayer Support for building project

- ◆ A flyer was in each bulletin for congregation to have during the month so that they could pray and meditate during the month and be informed
- ◆ Each monthly flyer had the same picture on the cover and included:
  - Invitation to come to the site
  - Scripture
  - Prayer needs
- ◆ Monthly Prayer Gatherings were held on the fourth Saturday of the month at 9:00 on Site
- ◆ At each meeting there were prayers for:
  - Specific work on the building
  - Safety of the workers
  - Building committee and sub-committees as they executed the details of the design, budget and schedule
  - Wisdom and providential guidance for those involved.
  - Permits and administrative details
- ◆ Different ministry areas were included to lead the prayer gatherings

Based on these notes and from building committee discussions we need to plan prayer gatherings for:

Ground breaking/excavation  
Foundation  
Dry Wall/Structure of building  
Prayers on walls  
Prayers in rafters  
Corner Stone/ Time Capsule  
Cross Dedication  
Ribbon Cutting

Additional prayer location or thoughts: