

## ATTACHMENT A

### **GracePoint Site and Facilities Long Range Plan Solutions for 2012 and Beyond**

3/12/2012

**The Purpose of a Long Range Plan** is to insure that overall quality & efficiency is maintained and improvements are executed in the future. This will be accomplished by identifying the current issues the church faces and finding ways to address those issues in the coming years. These elements allow the plan to coordinate with other planning activities and help minimize the possibility of conflicting goals and objectives. Additionally it informs any individual concerned with growth and development of an existing site and serves to coordinate all activities.

#### **The Story**

##### **Creating an atmosphere where people can “Come and See” Jesus (John 1:46b)**

In creating this plan, our perspective needed to be in alignment with Jesus who said in Mark 10:27 (MSG) “*No chance at all if you think you can pull it off by yourself. Every chance in the world if you **let God do it.***” As a Team we tried to be aware of Psalms 20:4 (NIV) which says “*May he give you the desire of your heart and make all your plans succeed*” and endeavored to follow Mark’s message in 11:24 (MSG) that says “*That’s why I urge you to pray about absolutely everything, ranging from small to large. Include everything as you embrace this God life.*”

This journey also took us into Proverbs where King Solomon says in 29:18 (KJV) “*Without vision, the people perish.*”

At the beginning of the team’s journey, we were impacted by Pastor Jared Carlson’s vision for GracePoint Church which says:

“We are a church that is **Reaching Out WHILE Transforming within** for the **Glory of God**”

The Long Range Discovery Team is in agreement that God is in charge and wants to maximize GracePoint at this location. What we are talking about in this report is “The List” that we believe God has given us.

Your Long Range Team included :

|   |   |  |
|---|---|--|
| <ul style="list-style-type: none"><li>■ Phil Hansen - Facilitator</li><li>■ Margaret Christianson</li><li>■ Gretchen Dischinger</li></ul> | <ul style="list-style-type: none"><li>■ Ex-Officio</li><li>● Pastor Jared Carlson</li><li>● Brad Mateer</li><li>● Bryce Krohn</li><li>● Verlyn Vander Lugt</li><li>● John Hendrickson</li></ul> | <p><i>Our Reminder:</i></p> <p><i>The Lord already has the plan sketched out –</i></p> |
|---|---|--|

|  |  |   |
|--|--|---|
| <ul style="list-style-type: none"> <li>■ Matt Dlouhy</li> <li>■ Joel Kendall</li> <li>■ Sherri Naylor</li> <li>■ Ryan Shaw</li> <li>■ Al Westfall</li> </ul> |  | <p><i>Our job is to discover it</i></p> |
|--|--|---|

## History

As we look at the overall resources at this site, we have been blessed in many ways. We had 3.88 acres given to us almost fifty years ago and two more recently purchased properties to the East for a total property size of 4.9 acres.

In the area around GracePoint, we are told that we will see a significant increase in households in the next twenty years.

During 2011 we have seen a growth in Worship service attendance. After a 15% decrease in 2010, we have seen a 12% increase in 2011 as well a continued 7% increase in worship attendance so far in 2012.

## Decision Points

We have developed the GracePoint Site and Facilities Long Range Plan by using trigger events. This plan format encourages ongoing staff input and congregational input in future years. Our recommendation would be for an annual review to keep the Site and Facilities Long Range Plan relevant to any new information.

Let's take a look at the **top 5 activity areas** that can use some changes to maximize their impact.

1. Parking Improvement and Expansion
2. Sanctuary Renovation
3. Expanded Youth Areas
4. Upgrade South Entrance
5. Redesign Coffee shop area

### 1. Parking Improvement and Expansion

As we look at the **parking** available, we see that the number one need is **renewal and expansion** of our parking lots. We have seen cars drive in and circle the parking lot and drive away. Currently there are 187 Parking Spots which includes 8 Handicap Parking Spots and Guest Parking Spots.

The **first stage** would include adding 24 spaces behind the Youth House, 46 on land next to Youth House and 46 more on land East of that house for 303 total potential parking spots. While doing that it is important to consider protecting a 72' x 81' site area during parking lot design for a new Youth House

Step one is to design & quote the East parking lot during 2012 because of the current need for onsite parking.

We would then go to New Brighton for approval of the parking plan & staged construction. Upon approval we would bring the plan to GracePoint for approval of east parking lot design.

Dirt would be removed from behind the east houses during leveling of east Lots and used to continue the southside berm to Silver Lake Rd. In Stage 2 the lots would be re-surfaced with Class 5 gravel behind the two East houses during the Summer of 2013. As money is available, we will re-grade & resurface the north lot including the rain/snow runoff drainage solution of a 30' wide 6" deep swale towards the pond near Silver Lake Road to help minimize ice and algae on North lot.

When continued increase in attendance warrants, Stage 3 would require that the rental houses will be removed to allow for additional parking space.

The benefits would include adequate parking for easy transition between services, the potential that personal ministry time would not be impacted by the shuttle schedule and there could be more parking for visitors.

It would reduce or eliminate the need for shuttles, shuttle maintenance, and shuttle drivers while eliminating the dangerous crossing of Silver Lake Rd.

Additional Guest and Handicap Parking could be added.

## **2. Sanctuary Renovation**

Our number 2 ranked need is sanctuary renovation. The last significant change was about 1985 which included new carpeting, a new center aisle, new platform and the large front Cross.

Current capacity in the sanctuary includes 254 on the main floor, 157 in the balcony and 40 in the choir for a total capacity of 441. The New Brighton code requires 162 parking spaces if the sanctuary contains pews and 149 spaces if it contains chairs.

Without the additional choir space of 40, that would give us seating for 802 in two services and 1203 in three services at full capacity.

Improved aesthetics and better acoustics can enhance our worship experience and be more appealing to visitors. Possible renovation changes to increase impact during worship should include a wall color upgrade and new carpet to today's colors and style. A redesigned platform would give us a more flexible worship space. Other benefits are increased capacity through better use of space, a more flexible worship band space and better site lines from the balcony.

With our attendance rising from an average of 363 in 2010 and 430 in 2011 to 469 at the start of 2012 we need to start to address the potential Sanctuary Renovation.

After receiving input from the staff and other users about the functions that need to be addressed, elements can be designed to include those functions. After approval of the design elements by the Church Council, they would bring the concept to the Church for funding approval. The construction plans would be completed and the Renovation would begin.

### **3. Youth Areas**

Considerations:

Barna Research says that

most conversions occur before 18 years of age

and 6% of the conversions happen after 18 years of age.

The Senior High currently meets in the youth house called “The Bridge”. It has a useable space on two levels of about 1648 Square Feet with two small bathrooms that are not handicap accessible.

The Junior High meets in a 1300 square foot room in the mezzanine by the gym.

**Current youth attendance numbers are beginning to cause overcrowding of the current spaces.** The design of a new building or space for a combined youth area needs to be at least 5900 square feet and include a kitchen area, adequate Handicap bathrooms and ministry space. This should be done in 2012 because of the urgency of the need.

This would allow the Youth department to expand ministry in a space that would be safe, separate space that our youth and visitors could call their own and not have to compete with other ministries. The junior high and worship band occupying side by side rooms is an example.

### **4. Upgrade South Entrance**

During the design of the east parking lot in 2012, we need to design an extended entrance that would include an airlock area with glass entry doors, sidelights and better lighting. A curved sidewalk from the parking lot to the south entrance to be in compliance for Handicap access, would also be included.

This would improve traffic flow and the ‘first impression’ east parking lot visitors have of the south entrance of GracePoint. The increased visibility would also improve the safety of office workers as visitors approach the doors.

### **5. Redesign Coffee shop area**

We currently have severe congestion in the coffee shop and lower kitchen area.

We need to make better use of the coffee shop, lower kitchen and fellowship hall area to create an inviting gathering place for food and fellowship. We can start the process by enlarging the two doors to the fellowship area to a width of five feet. To use the lower kitchen for food service, we will upgrade it to current NSF Standards. This would allow the option of serving food at two locations in a Kiosk style arrangement.

To increase the ambiance of the area, we recommend that the carpet be upgraded to today's stain resistant carpet, install air conditioning, and enlarge the two north windows. This upgrade would also allow us to use the area for sanctuary overflow.

Future Plans would be to move the coffee shop to a larger area on the sanctuary level.

## **Other Internal Activity Areas**

### **The Main Entrance**

The current high curved top exterior canopy leads to the grand entrance with the spacious greeting area and wide staircase to the upper level. This seems to work well with the current layout.

The future addition of enhanced visual electronics to give adequate worship, classroom, meeting and weekly schedule information would facilitate better involvement by visitors and members alike.

A security camera will increase the feeling of safety for families with children.

### **Infant & Toddler Area**

The Team reviewed the infant area and determined that the area is adequate for the number of infants currently coming on Sunday. This was confirmed during interviews with volunteers and staff. We need to continue to closely monitor this area for future expansion needs.

The Team reviewed the toddler area and determined that the area is adequate for the number of toddlers currently coming on Sunday. This was confirmed during interviews with volunteers and staff. They expressed a current need for better temperature control in this area. We need to continue to closely monitor this area for future expansion needs.

### **Children's Classrooms**

23% of the current populations in the USA are children. That means that as we continue to get close to an attendance of 1000, we could need space for about 230 children. That would drive the need for added classrooms or larger classroom size.

We currently need to add more child level coat racks and parent coat racks close to the classrooms.

## **Adult Classrooms**

To keep the energy level high in the adult classrooms, we need to upgrade our presentation technology while removing distractions caused by hard to use equipment.

As we continue to grow, we need to look for future options to increase adult classroom capacity.

## **Gym**

While durable acoustic improvement and enhanced sound would be beneficial for any event in the gym, it is imperative that this be done during the sanctuary renovation design. A gym renovation would need to be complete before start of sanctuary renovation so it could be used as temporary worship space.

This renovation and upgrade would also make the space more appealing for a possible coffee shop location

## **Conference Room**

This is a large room with many possibilities, including additional storm shelter space. The current setup restricts the usage to a boardroom style meeting room.

Upscale flexible tables and chairs would upgrade this area to a multi-function room with a classroom option. The addition of a DVD player and wireless HDMI connection would facilitate those options.

## **Mezzanine**

The current use is combined junior high meeting room and worship band practice room separated by a wall not suited for sound isolation.

This area could be converted to two or three adult classrooms, once we have a new jr. high space.

## **Upper Kitchen**

In addition to supporting events in the gym, it could be used to support an alternate coffee shop.

## **Upper Narthex**

As we continue to grow, expansion of the upper narthex area would create a larger gathering area and a potential separate video information center.

## **Library**

Expanding the narthex and the library would allow more usage that could include a quiet overflow room and prayer room on Sunday morning. It could also be a small meeting room at other times.

### **Church Offices**

Because we can always use additional office space, we need to explore ways to expand as needed.

### **Collection Pond**

With Rice Creek Watershed involvement and possible city/county grants, we should upgrade to a large rock perimeter with possible spray aeration. This could result in easier maintenance and would definitely result in beautification of the neighborhood.

### **South Side Expansion**

When we have a regular attendance of 800 in worship, we should start the design process for a south side expansion. We would expect this expansion to go south to the set back line and west to the sanctuary. This expansion should consider a split entry to both levels with an entrance at the bottom of the current south ramp. We could move the existing SE entry doors & Sidelights to the new location and equip them for Handicap access.

We should also consider a 3<sup>rd</sup> floor over the center of main building to gain a potential of 4000 Sq. Ft.

After approval of the design elements by the church Council, the concept would be brought to the Church for funding approval. The construction plans would be completed and the South Side Expansion would begin

The benefits of a south side expansion could be a direct path to the sanctuary from a second attractive entrance and an expanded narthex. Expanded lavatories, office space, classrooms, prayer room, storage, and a choir/worship band practice room are just some of the possibilities in this expanded space.

### **Sanctuary Expansion**

When we have a regular attendance of 1000 in worship, we should start the design process for a sanctuary expansion.

An expansion to the west of 25' would potentially add seating space for 127 more people on the main floor for a total of 528 in the sanctuary. Two services would bring that total to 1056.

This would also provide a better site line to the platform from the balcony. If we changed to chairs, it would provide a more flexible space. If we also extended the south side expansion, it could give us easier handicap access to the platform.

We may also be able to have an attached baby crying room.

## Visual Report

### Top 5 Activity areas

| 1. Parking Improvement and Expansion - Process      |  |   |
|---|--|---|
| Design & Quote East Parking Lot Stages – 2012       | Membership Approval                                    | New Brighton Approval of Staged Construction Plan |
| Dirt removal and Class 5 gravel behind houses       | Design Rain/Snow runoff & Sump Pump Discharge Solution | Move dirt to create berm                          |
| Re-grade & Resurface North Lot per plan             | Include 30' wide 6" swale                              |   |
| Replace Rental House 1 with Blacktop Parking Spaces |  |   |
| Replace Rental House 2 with Blacktop Parking Spaces |  |   |

| 2. Sanctuary Renovation - Process  |   |                             |                     |                  |
|--|---|-----------------------------|---------------------|------------------|
| Determine Design Functions: Chairs, Improved Aesthetics, Modify Platform for Speaker Extension, Replace Choir Pews, Carpet, Focused Lighting | Determine Design Layout & Cost Estimate | Complete Construction Plans | Membership approval | Start Renovation |

| 3. Youth Areas - Process |                          |                        |  |
|--------------------------|--------------------------|------------------------|--|
| New Building             | Determine Building Needs | Design new Youth Space | Protect 72' x 81' Site Area for Youth House/Retreat Ctr. |

| 4. Upgrade South Entrance - Process    |  |  |                                   |
|--|--|--|-----------------------------------|
| Design Upgraded South Entrance in 2012 | Design extended airlock entrance that includes glass doors, sidelights & better lighting | Design curved sidewalk from parking lot to South doors | Construct Upgraded South Entrance |

| 5. Redesign Coffee shop area - Process |                             |                                 |   |
|--|-----------------------------|---------------------------------|---|
| Expand into Fellowship Hall            | Enlarge 2 doors to 5' width | Upgrade Kitchen to NSF Standard | Upgrade to stain resistant carpet, air conditioning, and larger north windows |

| Upper Narthex - Process  |                               |
|--------------------------|-------------------------------|
| Design Gathering Area    | Create during South Expansion |
| Video information center | Create during South Expansion |

### Other Internal Activity Areas

| The Main Entrance - Process            |                          |
|--|--------------------------|
| Enhanced Visual Electronic Information | Security Camera coverage |

| Infant & Toddler Area - Process        |  |
|--|--|
| Closely monitor for space requirements |  |

|                            |  |
|----------------------------|--|
| Better temperature control |  |
|----------------------------|--|

|  |  |
|--|--|
| <b>Children's Classrooms - Process</b> |  |
|--|--|

|  |                             |
|--|-----------------------------|
| Monitor Children's area need for space | Add Space during expansions |
|--|-----------------------------|

|                                   |  |
|-----------------------------------|--|
| <b>Adult Classrooms - Process</b> |  |
|-----------------------------------|--|

|                                 |  |
|---------------------------------|--|
| Upgrade Presentation Technology |  |
|---------------------------------|--|

|                      |  |
|----------------------|--|
| <b>Gym - Process</b> |  |
|----------------------|--|

|                              |                             |
|------------------------------|-----------------------------|
| Durable Acoustic Improvement | Before Sanctuary Renovation |
|------------------------------|-----------------------------|

|                |                             |
|----------------|-----------------------------|
| Enhanced Sound | Before Sanctuary Renovation |
|----------------|-----------------------------|

|                                  |  |
|----------------------------------|--|
| <b>Conference Room - Process</b> |  |
|----------------------------------|--|

|  |  |
|--|--|
| Upgrade to Multi-function Room with a Classroom option |  |
|--|--|

|                          |  |
|--------------------------|--|
| Wireless HDMI Connection |  |
|--------------------------|--|

|            |  |
|------------|--|
| DVD Player |  |
|------------|--|

|                            |  |
|----------------------------|--|
| <b>Mezzanine - Process</b> |  |
|----------------------------|--|

|                            |                             |
|----------------------------|-----------------------------|
| Move Jr. High to new space | Convert to Adult Classrooms |
|----------------------------|-----------------------------|

|                                |  |
|--------------------------------|--|
| <b>Upper Kitchen - Process</b> |  |
|--------------------------------|--|

|                                 |  |
|---------------------------------|--|
| Equip for Alternate Coffee Shop |  |
|---------------------------------|--|

|                          |  |
|--------------------------|--|
| <b>Library - Process</b> |  |
|--------------------------|--|

|                           |                               |
|---------------------------|-------------------------------|
| Design new expanded space | Create during South Expansion |
|---------------------------|-------------------------------|

|   |                               |
|---|-------------------------------|
| Quiet Overflow room or Prayer room Option | Create during South Expansion |
|---|-------------------------------|

|                                 |  |
|---------------------------------|--|
| <b>Church Offices - Process</b> |  |
|---------------------------------|--|

|                                    |                               |
|------------------------------------|-------------------------------|
| Redesign into South Expansion Area | Create during South Expansion |
|------------------------------------|-------------------------------|

|                                  |  |  |  |  |
|----------------------------------|--|--|--|--|
| <b>Collection Pond - Process</b> |  |  |  |  |
|----------------------------------|--|--|--|--|

|                                  |                     |                  |             |              |
|----------------------------------|---------------------|------------------|-------------|--------------|
| Design Large Rock Perimeter Pond | Membership approval | Apply for Grants | Raise Funds | Upgrade Pond |
|----------------------------------|---------------------|------------------|-------------|--------------|

|                                      |  |  |  |
|--------------------------------------|--|--|--|
| <b>South Side Expansion- Process</b> |  |  |  |
|--------------------------------------|--|--|--|

|  |                  |                     |       |
|--|------------------|---------------------|-------|
| Determine Current Needs including 3 <sup>rd</sup> Floor Option | Design Expansion | Membership approval | Build |
|--|------------------|---------------------|-------|

|                                      |  |  |  |
|--------------------------------------|--|--|--|
| <b>Sanctuary Expansion - Process</b> |  |  |  |
|--------------------------------------|--|--|--|

|  |                     |                     |       |
|--|---------------------|---------------------|-------|
| Worship attendance of 1000 triggers need Determination | Design of Expansion | Membership approval | Build |
|--|---------------------|---------------------|-------|

## **Ending Statement**

The Long Range Facilities Plan develops the frame work for other, more specific planning and is to be viewed as a working document or a document in process. It is necessary to revise or update the plan for it to remain relevant, as needs and issues change within the church.

It is the Team's hope that this plan will *foster discussion* within the church and support the existing vision of GracePoint.