

## CTF Meeting Minutes

<b>Meeting attended by:</b>	Alan Barlow, Diane Cassity, Don Wakefield, Marilyn Carpenter, Tom Everitt, Tom Pistorius Jane Wilson
<b>Absent from meeting:</b>	Kendyl Gibbons, Jane Gilbreath, Chuck Downing, Keely Schneider, Bonnie Postlethwaite
<b>Date:</b>	May 17, 2017
<b>Time:</b>	6:30PM
<p><b>Topic #1 Notes:</b> Alan distributed copies of the updated budget tracker (attached). Total CTF expenditures as of May 17th are \$123,589.88, which includes GW invoice #2016.563-06 in the amount of \$1615.00. All invoices are paid.</p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Topic #2 Notes:</b> Jane Wilson reported that the Steering Committee sees the CTF as having a continuing oversight role in the renovation's revised scope of work following the congregation's action on the proposed Resolutions (attached) at the annual meeting Sunday, May 21<sup>st</sup>.</p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Topic #3 Notes:</b> Tom E. and Don informed the CTF that they wish to step aside from participation on the CTF effective immediately. They both will be available to provide support as needed.</p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Topic #4 Notes:</b> Tom E. reported on ongoing communications with KCMO Public Works regarding the request to relax parking restrictions on the west side of Walnut. He presented an email (attached) from Bruce Johnson, Public Works Department, Traffic Operations Center stating that following research and consultation with Mr. Johnson's supervisor, the request to relax the parking restrictions would be denied. <b>Relaxing the parking restrictions on Walnut Street does not appear to be a viable parking opportunity.</b></p> <p>Tom E. previously reported that contact had been made with the facilities director at the Kemper. Follow up conversations with Neal Dazy took place on April 28<sup>th</sup> and May 12<sup>th</sup>. Mr. Dazy stated that he had consulted with his superiors, including the Director of the Museum. They did not feel that they could make parking spaces available to All Souls, even temporarily. <b>The Kemper does not appear to be a viable parking opportunity.</b></p> <p>Tom E. previously reported that he would be reaching out to the property manager of One Main Plaza, the office building immediately north of the Marriott, regarding parking space in that building's parking garage. Following the meeting, Tom E. received the attached email from a representative of that building's management. <b>One Main Plaza does not appear to be a viable parking opportunity.</b></p>	

**Action Items:**

- None

**Topic #5 Notes:**

Report of the CTF meetings held April 26, 2017 were circulated by email and are approved.

**Action Items:**

- None

**Next Meeting: Wednesday, May 31, 2017 at 6:30PM, in Conover at ASUUC.**

Project Cost Analysis  
ASUUC Renovation

<b>Total Renovation Budget</b>							<b>\$1,775,000.00</b>
<b>Construction Budget</b>							<b>\$1,383,900.00</b>
	<b>Budget</b>	<b>Paid</b>	<b>Invoiced-Unpaid</b>	<b>Total</b>			
Supplies/Materials				0.00			
Contractor Payments				0.00			
Landscaping				0.00			
Other				0.00			
Other				0.00			
Other				0.00			
<b>Total Construction Costs</b>				0.00			
<b>Construction Budget Balance</b>					<b>\$1,383,900.00</b>		
<b>Owner Expense &amp; Soft Costs Budget</b>							<b>\$191,877.00</b>
	<b>Budget</b>	<b>Paid</b>	<b>Invoiced-Unpaid</b>	<b>Total</b>			
Architect/Engineering Fees	\$130,390.00	\$112,282.33		\$112,282.33			
Consultant Fees				\$0.00			
Inspections, Testing, Site Surveys	\$10,000.00	\$5,750.00		\$5,750.00			
Environmental Testing/Abatement	\$10,000.00			\$0.00			
Permit Fees	\$12,387.00	\$5,230.50		\$5,230.50			
Builder's Risk Insurance	\$4,100.00			\$0.00			
Signage	\$5,000.00	\$327.05		\$327.05			
Furniture/Fixtures/Equipment	\$10,000.00			\$0.00			
Information Technology Expenses	\$5,000.00			\$0.00			
Moving/Temporary Office Expenses	\$5,000.00			\$0.00			
Other							
<b>Total Soft Costs</b>	\$191,877.00	\$123,589.88	\$0.00	\$123,589.88			
<b>Project Soft Costs Budget Balance</b>					<b>\$68,287.12</b>		
<b>Contingencies</b>							
	<b>Budget</b>	<b>Used</b>	<b>Unused</b>				
Owner's Contingency	\$64,056.00		\$64,056.00				
Construction Contingency	\$127,167.00		\$127,167.00				
Architect's Contingency	\$8,000.00		\$8,000.00				
<b>Contingency Totals</b>	<b>\$199,223.00</b>	<b>\$0.00</b>	<b>\$199,223.00</b>				
<b>Total Renovation Budget Balance</b>							<b>\$1,651,409.12</b>



Proposed Resolution I for congregational vote on May 21, 2017:

The All Souls Unitarian Universalist Congregation amends the renovation resolution approved October 2, 2016. The amended scope of work is:

- New roof over entire facility including Conover (30-year warranty);
- HVAC replacement;
- Elevator installation;
- Tuckpointing (brick and mortar repair);
- Lobby renovation including paint, carpeting and wall panels.

This scope of work will be completed using the financing strategy approved by the Congregation October 2, 2016.

Proposed Resolution II for congregational vote on May 21, 2017:

The All Souls Unitarian Universalist Congregation charges the Board of Trustees with appointing a design task force to obtain a concept floor plan(s) for reconfiguring and remodeling the Conover wing. This task force's budget is not to exceed \$2,000.

## Everitt, Thomas

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**From:** Tom Everitt <tom.everitt@gmail.com>  
**Sent:** Tuesday, May 16, 2017 4:19 PM  
**To:** Everitt, Thomas  
**Subject:** Fwd: Parking Petition

Sent from my iPhone

Begin forwarded message:

**From:** Bruce Johnson <[Bruce.Johnson@kcmo.org](mailto:Bruce.Johnson@kcmo.org)>  
**Date:** May 9, 2017 at 1:35:47 PM CDT  
**To:** Tom Everitt <[tom.everitt@gmail.com](mailto:tom.everitt@gmail.com)>  
**Cc:** Wei Sun <[Wei.Sun@kcmo.org](mailto:Wei.Sun@kcmo.org)>  
**Subject: RE: Parking Petition**

Mr. Everitt,

It was nice to speak with you. Again I apologize for the delay in responding due to my long-term absence. I have spoken to my supervisor and done some research, and here is what has been decided.

1. The street is not wide enough for parking on both sides. At 28 feet wide, Walnut cannot accommodate parking on both sides and maintain the required 10 feet of unobstructed travel lane. It would also make it difficult for oncoming traffic to navigate around the vehicle traveling in the opposite direction if this street was down to one lane for both directions of travel. The original No Parking was established for this reason.
2. You may request changes only to parking regulations that abut your property. Since the church's property is on the east side of Walnut the request for changes to the west side of Walnut would have to come from those who own property on that side of the street.
3. As for the petition itself and the 75% agreement: this is meant to support a request that would meet the guidelines set forth above. In other words; if you were asking for changes to the east side of Walnut you would need to either own 75% of the affected area or get 75% of the owners of the other properties to agree with your proposed changes. Even after a valid petition is submitted a traffic analysis is done to determine any negative impact the change may have on traffic and could still be denied based on those findings.

For these reasons a petition for changes to the west side of Walnut between 45th and 46th has been denied.

I know this was not the outcome you have been hoping for.

Sincerely,

Bruce Johnson  
Senior Engineering Tech.  
Capital Projects Division  
Public Works Department  
City of Kansas City, Missouri  
Traffic Operations Center  
5310 Municipal Avenue, Kansas City, MO 64120  
Email: [bruce.johnson@kcmo.org](mailto:bruce.johnson@kcmo.org)  
Phone: 816-513-9349  
Fax: 816-513-9876

-----Original Message-----

From: Tom Everitt [<mailto:tom.everitt@gmail.com>]  
Sent: February 22, 2017 10:37 AM  
To: Bruce Johnson  
Subject: Parking Petition

Mr. Johnson,

All Souls Universalist Unitarian Church at 4501 Walnut, KCMO, wishes to initiate a Parking Petition to change the parking restrictions currently in place on Walnut between 45th and 46th Streets. I am Co-Chair of the task force that is leading the effort for the Church. We have been provided your contact information as the person to speak with regarding this type matter.

Our hope is to change the no parking restrictions on the west side of Walnut to allow parking on Sundays between 9:00AM and 2:00PM. We have discussed the idea with the other property owners abutting Walnut between 45th and 46th and have their concurrence.

May I please have some time with you to make certain we understand the proper steps and costs (if any) associated with the petition process? Perhaps you could point us to the City regulation that governs the process. We have a copy of the form for the Petition and have some questions regarding it also.

I will be happy to come to your office at your convenience, or call if you could provide the number. My cell phone number is below if you would prefer to call me.

Thank you.

Tom Everitt  
All Souls Construction Task Force  
816.529.1636

## Everitt, Thomas

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**From:** Tom Everitt <tom.everitt@gmail.com>  
**Sent:** Tuesday, May 23, 2017 10:44 AM  
**To:** Everitt, Thomas  
**Subject:** Fwd: Parking at One Main Plaza

Sent from my iPhone

Begin forwarded message:

**From:** Amy Long <[Amy\\_Long@americancentury.com](mailto:Amy_Long@americancentury.com)>  
**Date:** May 22, 2017 at 12:45:10 PM CDT  
**To:** 'Tom Everitt' <[tom.everitt@gmail.com](mailto:tom.everitt@gmail.com)>  
**Subject:** RE: Parking at One Main Plaza

Good afternoon Mr Everitt:

Thank you for reaching out to us. Unfortunately, due to liability and safety concerns, we cannot rent the parking spaces over at One Main Plaza.

We wish you the best in finding a parking solution during your upcoming renovations.

Kind regards,

Amy

Amy Long~ Property/Tenant Relations Associate ~ American Century Investments

"It's my belief that if we make others successful, they in turn will make us successful." James E. Stowers, Jr., Founder

-----Original Message-----

**From:** Tom Everitt [<mailto:tom.everitt@gmail.com>]  
**Sent:** Friday, May 19, 2017 9:37 AM  
**To:** Amy Long <[Amy\\_Long@americancentury.com](mailto:Amy_Long@americancentury.com)>  
**Subject:** Parking at One Main Plaza

Ms. Long,

I was given your name and email by a friend at One Main Plaza. I hope you don't consider my email an intrusion. I am hoping to speak with someone with authority over the parking facility at One Main Plaza about the possibility of our institution renting parking spaces during our upcoming renovation.

All Souls Universalist Unitarian Church at 4501 Walnut, KCMO is about to commence a major renovation. We need to locate off site parking during the renovation to offset the loss due to

construction of approximately 15 parking spaces in our on-site parking. The church is one block south and one block east of One Main Plaza.

Our need is only for Sunday mornings during regular church hours. If an arrangement can be reached, we would certainly anticipate paying for the privilege.

Are you the person with whom I may discuss the matter. If not, is it possible that you could put me in contact with the right person? We would sincerely appreciate an opportunity to discuss the matter.

Thank you for your courtesy.

Tom Everitt  
Co-Chair, ASUUC Construction Task Force  
816-529-1636

Sent from my iPad

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