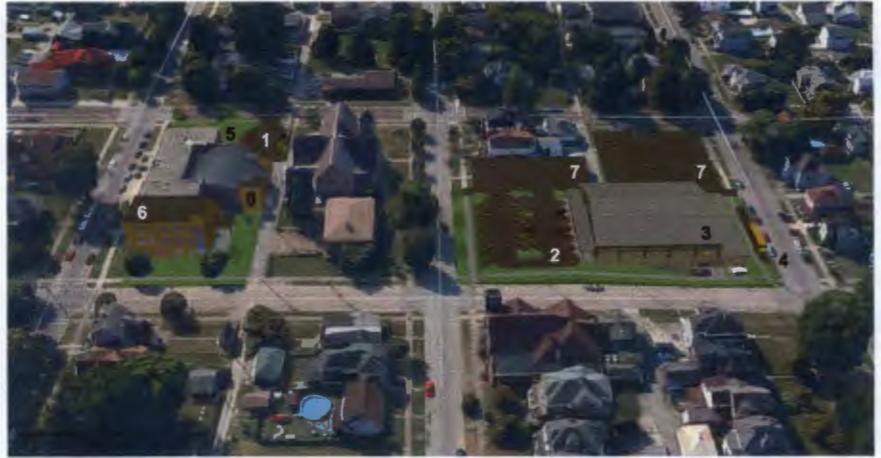


Ironton Catholic Community Capital Improvements Plan

Completed 2016



AERIAL VIEW

SHORT TERM

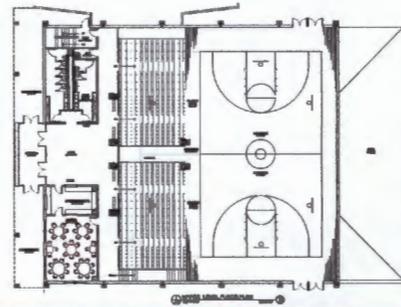
- 1 New HC Parking and Covered Walk out
- 2 New Parking
- 3 New 10,000 SF Gymnasium/Assembly Building
- 4 Bus Lobby

LONG TERM

- 5 New Green Space/Courtyard
- 6 New Middle School Addition
- 7 Additional Parking

Edward Tucker ARCHITECTS, INC.
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MASTER PLAN FOR THE CATHOLIC COMMUNITY OF IRONTON



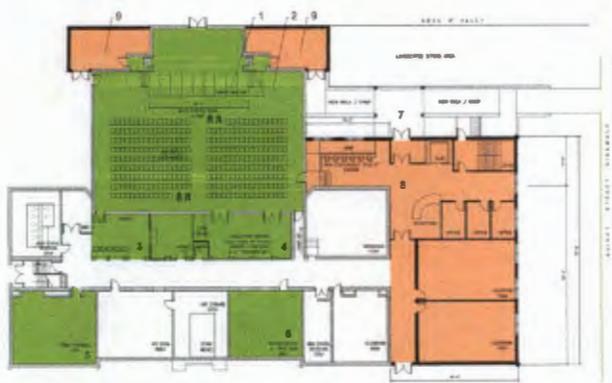
- PERMANENT LIFE CENTER
- PERMANENT CATHOLIC COMMUNITY OF IRONTON
- PERMANENT MIDDLE SCHOOL
- PERMANENT BUS LOBBY
- PERMANENT GREEN SPACE



NORTHWEST VIEW

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MASTER PLAN FOR THE CATHOLIC COMMUNITY OF IRONTON
CATHOLIC COMMUNITY CENTER



1ST FLOOR PLAN

- SHORT TERM**
- 1. Replace Sign: New portable steps, lighting, A/C, HVAC for student and Church parking area PE use entrance
- 2. New red/gray Reading Rm P.E. & Daily Lunch
- 3. Remove to new Prep Section and Vending
- 4. Remove to Storage - add doors, add door
- 5. Update/renovate Vesp. Reception Chamber
- 6. Change use to Transportation/Prep Shop
- LONG TERM**
- 7. New 10th Story for High School/Student Union
- 8. Middle School Addition, 8,700 SF First Floor
- 9. Stage Production Support (off Stage)

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MASTER PLAN FOR THE CATHOLIC COMMUNITY OF IRONTON
ST. JOSEPH HIGH SCHOOL

*Presented by the
Ironton Catholic Community
Focus Committee*

*With
Technical Evaluation and Support
by
Ed Tucker, Architect*

Purpose of Capital Plan

The Ironton Catholic Community has undergone numerous changes inherent with adapting to the changing landscape of the Catholic Church in the United States. This includes consolidation forced by fewer numbers of priests. With change, opportunities also exist. As experienced over the past two decades, the Ironton Catholic Community has remained vibrant with significant growth in the number of parishioners and students in our schools, as well as the growth in a number of Church and school programs. In order to continue to support this continued growth, the question arises as to; 1) what are the greatest needs and wants of our Catholic Community to support our continued growth, and 2) what is the plan for improvements needed to our Catholic Community Facilities that will facilitate this future growth.

This plan gathered information as to the perceived wants and needs from the members of our Catholic Community, assessed the facilities of the Catholic Community as to their capacity to meet these wants and needs in the future, and formulated a logical approach as to how these goals might be achieved.

This plan is meant to be a working plan. Establishing both short term and long term goals for the Catholic Community, the Focus Committee sought to create a roadmap leading towards the need and wants identified in the surveys. The time span for short term goals was identified as 5—10 years with long term goals identified as 20—30 years. However, as experienced in the past, new needs and opportunities often present themselves changing the order or approach of improvements as recommended within this plan. In such cases, additional capital improvement projects will likely be undertaken to address those needs or to take advantage of opportunities as they arise through out the future life of this Capital Plan. Therefore, it is recommended that this plan be revisited with like surveys and committee reviews every five years to keep the plan up to date for the ever changing needs of the Ironton Catholic Community.

Plan Approach

The first step to the capital planning process was to appoint an oversight committee, the FOCUS Committee. That committee was designed to 1) represent all churches and the schools of the Ironton Catholic Community, and 2) take advantage of a diverse background of expertise including parish and school administration, legal, financial, architectural, engineering, athletic, facility construction, management, and operations. The list of those members that served on the FOCUS Committee and their backgrounds are listed in Exhibit 1.

Step 2 of this planning process was to survey and document the perceived facilities needs and wants of the Ironton Catholic Community. The FOCUS Committee initiated this process by conducting an open invitation meeting with Catholic Community members to explain process and gain input as to how to best conduct and gather Catholic Community input. Information was then gathered through a modified SWAT analysis combining a series of surveys, interest group meetings, and public input sessions. Surveys were conducted among parishioners, parents of the Catholic School and CDC students, teachers, along with the school administration and advisory board. These results were then compiled and used in the planning process by the FOCUS Committee. Copies of these survey results are found in Exhibit 2 (Catholic Community Survey Summary) and Exhibit 3 (School Board and Focus Committee Priority Summary).

Step 3 was to secure the expertise of an architectural professional to 1) inspect and assess current facilities conditions of the Ironton Catholic Community, and 2) advise the FOCUS committee as to recommended alternatives for implementing the Ironton Catholic Community goals. Several architectural firms were interviewed by the Focus Committee. Mr. Ed Tucker from the Huntington WV firm of Ed Tucker Associates was selected. Mr Tucker came highly recommended from similar work with the Huntington Catholic Community and its schools. Ed Tucker and Associates was recommended by the FOCUS Committee and approved by the Diocese.

Once survey information was gathered from the Ironton Catholic Community, and was compared with current facility assessment conducted by the architect Ed Tucker, the FOCUS Committee began to work with the assistance of the architect to develop the 20 year Capital Plan. This work included breaking out 1) short term goals of 5 years with more details as to how those goals could best be achieved, and 2) longer term goals that addressed expressed wants of the Catholic Community, but yet dependent upon continued growth and future ability to finance.

IT SHOULD BE NOTED that early in the planning process by the FOCUS Committee was challenged by a very important element in creating a capital improvement plan. The element was the long term lease of the St. Lawrence School Building from the Ironton City Schools by the Ironton Catholic Community in which the city schools could terminate the lease giving only two year's notification. This was critical to the FOCUS committee before recommending major spending on that building. Additionally, the Focus Committee was reluctant to commit limited resources of the parish to any capital project with the possibility that an alternative facility may need to be identified or constructed. Therefore, it was the recommendation of the FOCUS committee that the long term future of that facility be secured prior to completing future capital plan recommendations. This action delayed the completion of this Capital Plan. However, the St. Lawrence School building was secured through its purchase by the Diocese on behalf of the Ironton Catholic Community.

The FOCUS Committee proceeded in its task developing both short term and long term goals. These goals were set by taking into consideration the needs and wants of the Ironton Catholic Community from the surveys; current facility conditions ; reasonable expectations on budgets for both the capital improvements ; and any impact that those improvements might have on parish operational budgets. This plan was then taken before the Catholic Community for input via meetings and open comments during May of 2016. Upon receipt and final input, the Capital Plan recommendations outlined as followed was recommended to the Pastoral Administrator, Parish councils and finance committees, and the Diocese of Steubenville.

Summary of Express Needs and Wants

The tabulated results of the Catholic Community Survey can be found in Exhibit 2 of this report. The committee felt that we had a good statistical response for a survey of this size. The 148 survey responses provided a good representation of all 3 churches as well as non parishioners with children attending the Catholic Schools. Of those responding, there was an overwhelming number that had a relationship or familiarity with the Catholic Schools either by having attended, or having children or close relatives with children attending the schools.

When asked about the Church facilities, a strong number of responses indicated that they felt that the three church facilities were structurally sound, in good condition, and adequate in size to handle the current attendance. The strongest need that was represented of the church facilities were their ability to handle special events, with citations in the areas of parish gathering facilities, handicapped accessibility, and parking.

When asked about the school facilities there was a general response that felt that both schools were sound and in good condition. From the survey responses, many individuals indicated a general concern as to the adequacy of the current high school facilities to handle programs and performances. In addition, concern for an adequate number of classrooms to handle additional students populations, as well as current technology within the high school was noted. In regards to the St. Lawrence school building, most concern centered around technology. When respondents were asked about the schools' athletic facilities, there were strong need responses for both the high school and grade school for gym facilities and athletic fields.

Respondents were then asked their general feelings to making capital improvements. Results show that a good majority of respondents either supported or strongly supported a capital campaign to making and maintain capital improvements, as well as a willingness to personally provide services to making these improvements.

Summary of Current Catholic Community Facilities

Each of the three churches, the two schools, and their associated facilities and grounds were visited and inspected by the architect and his associates. The site visits focused on current use, recent and planned improvements, as well as general conditions of the major structure and their essential operations systems. Information was gathered which provided plans along with essential building layouts and dimensions, all data being primarily used in making reasonable estimations of remaining useful life, and cost estimation of any recommended improvements. Summary of current conditions and general findings for each of the respective facilities are as follows:

St. Joseph Church Campus: The church structure is sound, and has been recently upgraded following a capital campaign. There appeared to be aging that would need attention to the roof and its related gutter systems. Likewise, the HVAC although currently functioning adequately, is nearing the end of its useful life and consideration should be given for more efficient modern HVAC equipment. The primary problem that appears to exist is handicapped accessibility, especially as the parish is facing a continued aging population. The parish facility is primarily the church basement which has limited accessibility. Parking, especially nearby handicapped parking, appears to also be a challenge for the church.

St Lawrence Church Campus: The church structure is sound, and has been recently upgraded as a result of a capital campaign. Some noted maintenance included repairs to the interior from prior roof and façade leaks. The roof and façade has since been replaced. It was noted that the HVAC and boiler system has likewise neared the end of its useful life, and consideration should be to replace that system with a more energy efficient modern system. It was noted that St. Lawrence had little parish community facilities outside of the church that would handle large gatherings.

St. Mary's Church Campus: The church structure appears to be sound and has had recent upgrades including the addition of HVAC and restroom facilities. Handicapped accessibility was added using a rear side door to the church. It was noted that while there was good accessibility, the current unpaved parking area for handicapped individual creates challenges for wheelchairs and individual needing walking assistance, and that consideration should be made for paving an area dedicated for handicapped parking. The church has a large community hall for large gatherings, and an unused parish house for smaller meetings. The parish hall is not highly utilized and has limited handicapped accessibility. It is primarily utilized along with the grounds for summer seasonal use.

St. Joseph High School: The building appears to be structurally sound, with more recent improvements noted in windows, gymnasium and classroom cleaning (especially noted were refurbished wood floors), electrical upgrades especially at the service entrance and critical portions of the building. It was noted that the roof is functional with maintenance, but considerations should be made to replace the roof and adding modern insulation materials to increase energy efficiency as the current roof is nearing end of useful life. Restrooms and locker rooms appeared to be areas in need of upgrades. More energy efficient HVAC systems should be considered versus the use of window units. The need for storage areas for athletic and performing arts equipment was identified. The largest challenges to building due to its current structure consisting of a raised first floor is handicapped accessibility and security. Although provisions have been made for security equipment at the entrances, administration being far removed from those entrances present operational problems. It was also noted that the gymnasium was not of standard size and is unable to hold league events, or seat attending crowds. The gymnasium also serves a growing performing arts program within the school and has recently experienced some upgrades to lights, sound, and stages. The grounds of the school also present limited parking for larger events held at the school. It was also noted that there is a limited number of classrooms, with some programs needing to double with other teachers. Also the mixing of the high school and junior high populations is not ideal. It is noted that students do not have good areas in off times for lunches, or non classroom hours.

St. Lawrence Grade School: The building appears to structurally sounds, with its major operating systems being newer due to the age of the buildings. The roof on the building appears to be nearing the end of its useful life. Although functional at the present time with maintenance, the roof should be considered for replacement which, at such time, modern insulating systems could be installed providing for greater building energy efficiency. Primary problems facing the school is the school gym and classrooms which have failing floor tiles, especially in areas of the gym that had experienced past roof leaks. It was also noted that although classrooms and administrative areas had window AC units, the gymnasium does not have HVAC. It is suggested that since the gym often serves as a location for student meals and activities, that a unit be added to the existing air handler that provides forces air heat for the gym. New floors should be considered, especially for the gym. It was also noted that windows in the building are not energy efficient, and that there are some issues related to the glass tiles in the window systems. Replacement of the windows, as well as upgrade to more efficient cooling systems was recommended. It was noted, the St. Lawrence Building did have extra classrooms that were currently being utilized for teachers lounges and other specialized use space. However, there is limited area for such space and storage elsewhere in the building.

Other Catholic Community Facilities: In addition to Church and School facilities, discussions were held with regards to cemeteries, rectories, and the shrine. Since there were not plans to expand those facilities, and additional capacity exist in all, any improvements considered for these facilities would be considered as regular maintenance and not part of any future major capital improvements.

Catholic Community Capital Improvements Recommendations

The capital improvement recommendations as follows are based upon: 1) the identified wants and needs of the Catholic Community as previously summarized, 2) current structural and site conditions, and 3) a design and progression of improvements that allow for maximum use, cost, and operating efficiencies. Taking these factors in consideration, a short term plan for capital improvements was identified as addressing the greatest needs utilizing funds that was felt could be addressed within a shorter 5 year planning period. Greater detail was given to identifying costs, design components, and a financing plan for these shorter term capital improvements. Longer term capital improvements were identified as a guide for future investment considerations once additional resources can be identified. Less time was taken with design and cost estimations on long term improvements given the likelihood that those components will likely change within ten plus years. Long term plan recommendations were identified more as a road map on how the remaining highest priorities of the Catholic Community wishes can be achieved.

The following is a summarization of proposed short term improvements. Attached in Exhibits 4 through 7 are more detailed breakouts, cost estimations, and conceptual plans.

Short Term Capital Improvements Recommendations:

Catholic Community Parish Life Center:

This short term project calls for the construction of a proposed new 15,000 square foot multi-purpose facility that would be designed to address the identified need for a facility that was handicapped accessible, large enough to handle larger assemblies outside of church, and having regulation sized athletic courts with sufficient seating for athletic events. Draft conceptual plans for such a facility can be found in Exhibit 6, with that facility to be located on Diocesan property located between 4th and 5th Streets on Quincy.



Key components as depicted in this facility would be the following;

- A regulation sized gymnasium that could allow for the high school games in home facilities to be recognized by athletic conferences. The gym would have both full courts, and multiple practice courts setups that allow for a combination of competitions including but not limited to high school, middle school, and elementary competitions in basketball, volleyball, etc.
- Bleacher seating capacity for larger attended events. Set up for athletic event, bleacher seating would be approximately 600 persons. If bleacher set up for a larger assembly event with floor seating, the facility would seat nearly 1,000. Bleachers need to be storable for traditional chair and or table settings.

- Support space for athletics including dressing rooms, conditioning rooms, and coaches facilities; both home and visiting teams.
- Movable staging and supporting facilities to allow for larger performances and staged events.
- Commercial kitchen facilities and storage to support both on and offsite events.
- A smaller multi-purpose gathering room to accommodate smaller events and meetings including CWC, bereavement, teacher and training meetings, board and committee meetings, etc.
- A multipurpose warming kitchen area to be utilized for concessions, food staging areas for small events both in and outside of the building.
- Handicapped restroom facilities to accommodate events within and outside of the life center.
- Additional off-street parking to serve both the life center and the St. Joseph Church.
- Safe loading zones for school athletes and visiting team buses.

It is recommended that the parish life center to be constructed with like materials and architecture to blend into the St. Joseph Church / High School Campus as well as the surround residential neighborhood. Design considerations to make the facilities as multi-functional as possible, with considerations given for affordable energy and operational costs.

St. Lawrence Elementary School:

With the St. Lawrence School Building now being under control of the Diocese, a series of short term and long term projects are proposed. In the short term, the following is proposed:

- The replace the current gym floor tile system with new flooring that is versatile for everyday use by students as their lunch room and indoor event area, as well as grade school athletic events.
- The addition of central air to the current forced air heating system within the gymnasium make that space more usable during late spring and early fall.
- Modifying the stair railings to bring them to current building safety codes.
- Although the current roof system is functioning with regular maintenance, ultimate replacement needs to be made within the next five years. When replaced, energy efficient materials should be added to increase the energy efficiency of the building.



Long Term Capital Improvements Recommendations:

St. Joseph Church / School Campus:

Given that there are three churches which at one time served a much larger Catholic population, it is not anticipated that there will be the need for any additions to church facilities. However, as attendance for church and related school events increase, parking will continue to be a challenge. It is proposed on a long term basis that additional overflow parking be developed on property currently owned by the Diocese in the adjacent block. This would in turn allow the off-street parking closer to church and school facilities to be restricted to more handicapped parking which is anticipated to becoming

in greater demand due to the continually aging population of our parishes.



St. Joseph High School Building:

It is proposed that an addition and associated modifications be made to the existing high school facilities that would accommodate for anticipated growth in student enrollment, allow for the separation of high school and middle school students, and provide both greater security and handicapped accessibility. This will be primarily accomplished through the addition of a street level three story wing on the Quincy Street side of the high school building. The addition would then serve as middle school classrooms, freeing up space in both the high school and elementary schools. Administrative offices could be relocated from their current third floor space to a more accessible street/ground level location and would provide secured entry to the school as well as handicapped accessibility. The addition would also contain an elevator and handicapped accessible restrooms which serves both a new middle school and the existing high school.

Other longer term renovations to the high school would include adding more energy efficient HVAC and lighting systems. The administrative spaces on the third floor when vacated could then be converted to a new specialty classroom with potential interactive classroom capabilities. Also long term improvements include the construction of multipurpose stage wings which make the school auditorium and stage more accessible by performing students during their performances.

St. Lawrence Elementary School Building:

Given that the St. Lawrence Elementary School building has additional classroom capacity especially if a true middle school is built at the high school, the focus of long term improvements would be toward building energy efficiencies. The primary improvements would consist of replacing window air conditioning units to more centralized and efficient cooling system. Also included in long term plan improvements would be the replacement of windows and glass block structures within the classroom space to a newer energy efficient window systems.

Capital Improvements Plan Implementation:

Capital improvements to church and school facilities have normally been undertaken through parishioner giving and volunteer organized improvement programs. In recent years, through additional giving associated with the annual Diocesan campaign, the rebates coming back to local parishes have allowed for savings to address the replacement needs for church structures as they arise. In addition, the school system in recent years have developed a replacement reserve program as part of its annual budgeting process to help address many of the school facilities maintenance needs as they arise.

Given that the capital improvement plan as outlined proposes an ambitious investment within our parish facilities, it is proposed that a major capital campaign be organized with the goal of raising the funds and services to supplement other church and school replacement funds. A capital campaign goal of \$2.2 million was set considering; 1) it was a reasonable three church goal based upon previous campaigns, and 2) when combined with other projected resources including contributed volunteer services for many projects, it is projected that the most if not all of the critical short term projects of the capital plan can be addressed. Such campaigns in the past have been very successful in the renovation and modernization of all three churches in the past.