

After much discussion and due diligence performed throughout the summer, the time has finally come to have a congregational meeting to decide the fate of our kitchen project. A Congregational Meeting will be held on October 28, 2018, please make your voice heard and attend with your thoughts and votes. The council has moved to present a resolution to the congregation to vote on at this meeting. The resolution will incorporate the following:

1. KRLC desires to perform a kitchen remodel
2. The project will contain the improvements suggested by the KRLC Kitchen Task Force
3. The project will meet the requirements of a licensed kitchen within Lake County, MN
4. The improvements would be completed in a single project
5. The project, estimated at around \$130,000 (including a 20% contingency), would be funded by a new loan.
6. The project will be bid out to contractors

We as a council felt it was our duty to provide a directed and consistent path based on the information and feedback we have had throughout this process and believe the components of this resolution meet that duty and will be asking for discussion and a YES/NO vote on this resolution.

I will try to summarize the process and components that were considered within this resolution:

- A kitchen task force was created consisting of the primary users of the kitchen to determine what an improved kitchen would look like.
- The task force developed a plan with Northern Trends Building and Design which incorporated those components.
- A budget was developed based on this design
- Lake Bank was consulted to determine viability of a new loan.
 - Lake Bank responded favorably with probable terms.
- Information was provided to KRLC during the Annual Congregational Meeting in February.
 - A non-binding advisory vote was voted in favor of continuing to explore the kitchen project.
- A budget was prepared to consider a licensed vs. exempt kitchen cost
- Church Kitchen use exemptions from the State were reviewed
- A survey of the congregation asking for feedback on the kitchen plan and use was taken and compiled
- An informational meeting was held to present the survey results along with a discussion of what the limitations of an exempt kitchen are.
- A meeting with the Lake County Health Inspector (LCH) on-site to verify what would need to be changed in-order to meet licensing requirements
 - Budget adjustments for the LCH requirements were considered.
- The capital improvement fund has substantial balance of approx \$40,000. A substantial portion of which could be used to assist with funding of this project.
- The council taking this information have referred the above resolution to the congregation.

If you have any questions regarding this process or the proposed resolution please feel free to let me or any of the other Councilors know and we will do what we can to get you an answer. We look forward to hearing your voice on 10/28/18!

Respectfully,
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KRLC/ELCA