

## **Lutheran Church of the Incarnation Council Meeting Minutes**

January 9, 2024, 7:00 pm

Council Member Roster: Tim Paulson (2026), Vern Holmes (2025), Kathryn Schnaible (2026), Jenny Fortuna (2025), Karl Larson (2024), Bob Kerr (2025), Kenny Doss (2026), Ralph Holderbein (2024), Karen Slabaugh (2024), Pr. Dan Smith, and Rob Williamson

### **A. Introduction: Tim**

### **B. Opening Prayer & Devotion: Pastor Dan**

### **C. Faith Story: Vern**

### **D. Pastor's Report: Pastor Dan** (attached)

Pastor Dan to switch back to Portico insurance.

### **E. Approval of November Council meeting minutes: Jenny** (attached)

Kenny Motion; Kathryn 2nd; Vote 8-0-1. Jenny to send to Lindsey to post to the website.

### **F. Council Action Items:**

1) Silent Auction: Carol Klippstein's Quilt to be placed in Narthex for 1 month (January) for higher visibility. Funds raised will go toward Maui fire victims.

2) Interfaith Housing Justice Davis - Letter to City Council. LCI endorses this letter in support of affordable housing in Davis. Tim Motion; Karl 2nd; VOTE: 9-0-0.

### **G. President's Report: Tim**

1) Safety Concerns on Sunday mornings has been brought to our attention. Davis Police confirmed that there is no reason to be on guard. Pastor, Tim, and John Huegli to meet and review LCI emergency protocol. We may ask ushers or coffee service to keep an eye out in the parking lot. No action at this time.

2) Bill of Responsibility: Next steps.... this becomes our ministry to the congregation and beyond. Share Christ's Light Daily. Why does it matter? Where's the fire in your belly? Keep the fire burning.

3) Council Goals & Ideas to be developed further at retreat on Feb 24 from 9-Noon.

### **H. Committee and other Reports**

1) Stewardship Report (Vern gave a brief verbal update)

2) December Financial Report attached. Kathryn Motion; Bob 2nd; VOTE: 9-0-0.

**Next Executive Council Meeting = February 6 at 6pm**

**Jenny to send out Agenda = February 11**

**Next Council Meeting = February 13 at 7pm**

## **Pastor's Report to Council**

Lutheran Church of the Incarnation

Rev. Dr. Dan Smith

January 9, 2024

### Action Items:

- Common cup as an *option* during communion. Last month we discussed this – thanks for your input; as a reminder, we agreed to do this, but did not decide on a date. I plan to discuss this with Worship & Music (meeting Jan. 13) to decide exactly how and when to begin offering it again.
- After discussion with our Treasurer Kathryn Schnaible, I have decided to go back onto the Portico medical plan. Kathryn should have details for the Council to consider.

### Information Items:

- Pillar Chair calendar meeting happened on Sunday; that should help us work out our schedule and get the lay leaders talking to one another.
- I am meeting with several people to review our membership roster and reach out to those who have not been with us in worship recently; next meeting is Jan. 19.
- I am reaching out to those who visited LCI over the holidays, and I plan to begin a Wed evening Membership Class soon for those interested in joining the congregation.
- Celebration of Abraham (Feb. 4, 2024 @ 3:00pm) – I have attended several planning meetings, including one at LCI on Sun., Jan. 7. The theme will be “generous listening”; I will be representing the Christian tradition, and there will be a chance for interfaith dialogue with members of our community of the “Abrahamic faiths”: Judaism, Christianity and Islam. Please consider attending if you can. There is an online registration at:  
<https://www.eventbrite.com/e/generous-listening-a-celebration-of-abraham-community-conversation-tickets-781199638147>

### In the wider church:

Rev. Jeff Johnson was installed the Sixth Bishop of the Sierra Pacific Synod on Dec. 9. As previously reported, I attended the installation with several members at LCI (our Pastoral Intern Rob even led some music). The new synod offices will be at the PLTS facility on Center St. in Berkeley.



1/2/24

### **Providing Housing for Our Low-Income Families: Why We Need a Robust Housing Trust Fund**

This is the 2nd of 3 letters from Interfaith Housing Justice Davis discussing the role a well-funded Housing Trust fund (HTF) could play in addressing the continuum of housing needs in Davis.

As council members and city staff, I am sure that you are aware that Appendix A of our City Housing Element lays out the structure of our Housing Trust Fund (HTF). The document recommends serving 3 broad groups: the unhoused (including emergency shelters, transitional housing, and permanent supportive housing), those needing affordable rental housing, and those seeking affordable home ownership.

This article focuses on the role a HTF could play in providing housing for low-income renters and keeping low-income renters housed when faced with economic adversity.

#### **Expand the housing stock of low-income affordable units**

Rents are high in Davis. In March 2022 a California Affordable Housing Needs Report indicated that renters needed to earn 2.8 times the state minimum wage to afford average asking rents in California. Service industry workers, UCD students, teachers and City staff commute into our city because they are unable to find a rental which is affordable on their salary. Our school census is shrinking as families move to surrounding communities. The shortage of affordable housing is real, and it is critical. The state's Regional Housing Needs Allocation (RHNA) for 2021-2029 demands that Davis create 930 low-income rental units by 2029. If we are unable to produce this housing, the State will apply penalties, which could include fines, loss of permitting authority (including the ability to issue building permits or grant zoning changes), the risk of legal suits and attorney fees and the institution of the "Builder's Remedy" which reduces both the city's and a citizen's ability to have input on housing projects.

Affordable housing developers draw on multiple sources of funding, including state and federal programs, private lenders, and low-income housing tax credits. In general, the funding gap for building affordable housing after obtaining these other sources is still over \$100,000 per unit. Funds from a HTF can sometimes fill the gap between these sources and a completed project. A HTF can also be a source of funds to help the city

purchase property for future low-income housing development. It can help the city acquire properties such as former warehouses and administrative buildings that, with collaboration with affordable housing developers, could be converted into low-income units. Finally, a HTF could provide funds that could allow the City to preserve low-income housing stock whose deed restrictions for low-income renters are about to sunset.

#### **Maintain our current affordable housing stock**

The City currently has 56 low-income residential developments with a total of 1,952 deed restricted affordable units i.e. units which must be rented below market rate. Nine developments with a total of 305 units have low-income deed restrictions which sunset within the next ten years. Funding from the HTF may provide leverage when working with an owner of an at-risk property to maintain long term affordability.

#### **Eviction protection**

STEAC (Short Term Emergency Housing) has been assisting very low-income Davis residents in need with a one-time grant of either \$1000 or a single-month's rent. In FY 2022-2023, STEAC supported 252 families with a total of approximately \$217,000 in assistance. However, STEAC is unable to support families facing ongoing lost income due to illness, or injury. A Housing Trust Fund voucher program providing rental assistance for 2-6 months or longer could help sustain a family until the family's wage earner can return to work.

#### **New revenues for the Housing Trust Fund**

Interfaith Housing Justice Davis supports the Davis City Council plan to place a General Revenue measure on the ballot in November 2024. We understand that our city has a legitimate need for additional city staffing and is underfunded for maintenance of its infrastructure. However, we also recognize a critical need to fund our HTF to get our neighbors housed and to keep our neighbors housed. The faith communities which we represent are asking you to make funding the Housing Trust Fund a priority.

**We are asking our city council to** support putting at least \$1 million annually into the Housing Trust Fund by using funds raised in the revenue measure planned for the November 2024 ballot. We believe this should be a funding floor, not a funding ceiling.

**We are asking our council and staff** to use the HTF as a tool to collaborate with affordable housing developers to create the 100% affordable housing developments that our community needs to get our low-income neighbors housed and to help maintain the City's current low-income housing stock.

**We are asking our council and staff** to begin developing HTF programs to serve our low income families so that we are in a position to move forward when the HTF receives funding.

Thank you for your attention,

Ellen Kolarik co-chair Interfaith Housing Justice, [interfaithhjd@gmail.com](mailto:interfaithhjd@gmail.com)

Add faith organization signatories here

**Commented [vs1]:** Do we want to make this more general here, such as "If you have comments about this letter, please contact IHJD at [interfaithhjd@gmail.com](mailto:interfaithhjd@gmail.com)

# Lutheran Church of the Incarnation

## Balance Sheet

As of December 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1 First Northern Bank	0.00
4 MM - First Northern Bank	69,255.73
8 First Northern Bank - operating	123,221.27
PayPal Account	0.00
<b>Total Bank Accounts</b>	<b>\$192,477.00</b>
<b>Total Current Assets</b>	<b>\$192,477.00</b>
Fixed Assets	
10000 Land	418,822.93
11000 Church Building	319,896.49
12000 Fellowship Hall	1,749,202.30
15000 Personal Property	60,154.11
<b>Total Fixed Assets</b>	<b>\$2,548,075.83</b>
<b>TOTAL ASSETS</b>	<b>\$2,740,552.83</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	165.00
<b>Total Accounts Payable</b>	<b>\$165.00</b>
Other Current Liabilities	
20115 Special Benevolences	3,666.00
20602 Lutheran Magazine	0.00
20605A Fair Trade Coffee Project	0.00
24000 Payroll Liabilities	0.00
24502A Crossways	0.00
26650 Offering Envelopes	0.00
26652A Food & Faith	0.00
<b>Total Other Current Liabilities</b>	<b>\$3,666.00</b>
<b>Total Current Liabilities</b>	<b>\$3,831.00</b>
Long-Term Liabilities	
20754 Mortgage	0.00
20755 AOB Bad Debt	0.00
20769 Organ Fund	0.00
20774 Mortgage - regular	462,675.53
20775 Mortgage - Facility Renovation	162.47
27200 Other Liabilities	0.00
<b>Total Long-Term Liabilities</b>	<b>\$462,838.00</b>
<b>Total Liabilities</b>	<b>\$466,669.00</b>

# Lutheran Church of the Incarnation

## Balance Sheet

As of December 31, 2023

	TOTAL
Equity	
20117 Memorial Fund	0.00
20212 Sanctuary A/V project 2022	0.00
20213 Worship/Music Reserve	3,203.44
20214 Flower Fund	170.00
20301 Pastor's Discretionary Fund	3,347.92
20401 Emergency Fund	0.00
20402 Caregivers Fund	0.00
20500 Youth / Day Camp / Mt. Cross	4,276.03
20508 Day Camp Reserve Fund	0.00
20509 Nursery Supplies & Equipment	0.00
20551 Mission Trip Fund	4,213.01
20552 Youth	0.00
20614 Hospitality	1,361.36
20615 50th Anniversary	0.00
20759 Major Maintenance Reserve	77,861.10
20760 Columbarium Fund	38,520.04
20761 Columbarium Niche Purch-Exp	0.00
20771 Facilities Renovation	0.00
20776 Sanctuary Renovation	2,391.65
20777 Property Infrastructure Reserve	0.00
24150 Operating Reserve	0.00
24151 Endowment Fund	30,171.04
30000 Opening Bal Equity	110.00
32000 Unrestricted Net Assets	2,126,522.41
Net Income	-18,264.17
<b>Total Equity</b>	<b>\$2,273,883.83</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,740,552.83</b>

# Lutheran Church of the Incarnation

## Profit and Loss

December 2023

	TOTAL
Income	
41000 Income	
41100 Offerings	39,495.53
41310 Rents Applegate Nursery	1,982.00
41400 Other Misc Income	450.00
<b>Total 41000 Income</b>	<b>41,927.53</b>
<b>Total Income</b>	<b>\$41,927.53</b>
GROSS PROFIT	<b>\$41,927.53</b>
Expenses	
60000 Benevolence Funds	2.12
60115 Special Benevolences	-200.00
<b>Total 60000 Benevolence Funds</b>	<b>-197.88</b>
62000 Witness	
62300 Social Justice Committee	100.89
62301 Pastor Outreach	140.10
<b>Total 62000 Witness</b>	<b>240.99</b>
64000 Learning	
64500 Sunday School	4.00
<b>Total 64000 Learning</b>	<b>4.00</b>
66000 Stewardship	66.00
67000 Administration	
67700 Office Supplies & Equipment	846.41
67703 Social Media & Advertising	165.00
<b>Total 67000 Administration</b>	<b>1,011.41</b>
68000 Property General Maintenance	
68750 General Maintenance & Supplies	82.98
68751 City Services	1,124.26
68752 Telephone	156.65
68753 Fire System	385.00
68754 Utilities - PG&E	335.37
68755 Utilities - Solar	350.00
68756 Property Insurance	6,217.00
68757 Cleaning Services	1,000.00
<b>Total 68000 Property General Maintenance</b>	<b>9,651.26</b>
70000 Support Staff	
70701 Administrative Asst Pay	1,802.50
70703 Youth Director Salary	1,635.00
70708 Pianist/Organ Pay	716.75
70712 Pastoral Intern Salary	4,376.67
70721 Payroll Taxes	1,066.98



# Lutheran Church of the Incarnation

## Profit and Loss

December 2023

	TOTAL
70722 Payroll Service Fees	232.52
<b>Total 70000 Support Staff</b>	<b>9,830.42</b>
71000 Pastors Compensation Package	
71900 Defined Compensation	
71901 Net Salary	4,492.56
71902 Elective Deductions - FSA, Pension	910.28
<b>Total 71900 Defined Compensation</b>	<b>5,402.84</b>
71903 Housing Allowance	3,700.00
71904 Benefits- Retirement	910.28
71906 Benefits- Disability	81.93
71910 Benefits- Basic Group Life	72.82
71911 Professional Reimbursements	810.00
<b>Total 71000 Pastors Compensation Package</b>	<b>10,977.87</b>
<b>Total Expenses</b>	<b>\$31,584.07</b>
NET OPERATING INCOME	<b>\$10,343.46</b>
Other Expenses	
SUSPENSE	210.58
<b>Total Other Expenses</b>	<b>\$210.58</b>
NET OTHER INCOME	<b>\$ -210.58</b>
NET INCOME	<b>\$10,132.88</b>