

ICOB Community Update

Sep 16, 2018



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

سُورَةُ آلِ عِمْرَانَ

وَأَعْتَصِمُوا بِحَبْلِ اللَّهِ جَمِيعًا وَلَا تَفَرَّقُوا وَاذْكُرُوا نِعْمَتَ اللَّهِ عَلَيْكُمْ إِذْ
كُنْتُمْ أَعْدَاءً فَأَلَّفَ بَيْنَ قُلُوبِكُمْ فَأَصْبَحْتُمْ بِنِعْمَتِهِ إِخْوَانًا وَكُنْتُمْ عَلَىٰ شَفَا
حُفْرَةٍ مِّنَ النَّارِ فَأَنْقَذَكُم مِّنْهَا كَذَٰلِكَ يُبَيِّنُ اللَّهُ لَكُمْ ءَايَاتِهِ لَعَلَّكُمْ
(١٠٣) تَهْتَدُونَ

Surah Al-E-Imran

And hold fast, all of you together, to the cable of Allah, and do not separate. And remember Allah's favor unto you: how ye were enemies and He made friendship between your hearts so that ye became as brothers by His grace; and (how) ye were upon the brink of an abyss of fire, and He did save you from it. Thus Allah maketh clear His revelations unto you, that haply ye may be guided, (103)

Meeting Logistics

- **Community Update Presentation by ICOB Board**
- **Open Q&A Session after presentation**
- **For the sake of everyone being able to benefit from the update**
 - We kindly request you to not interrupt during presentation
 - Please note/hold your questions until the Q&A session – we will try our best to address all questions

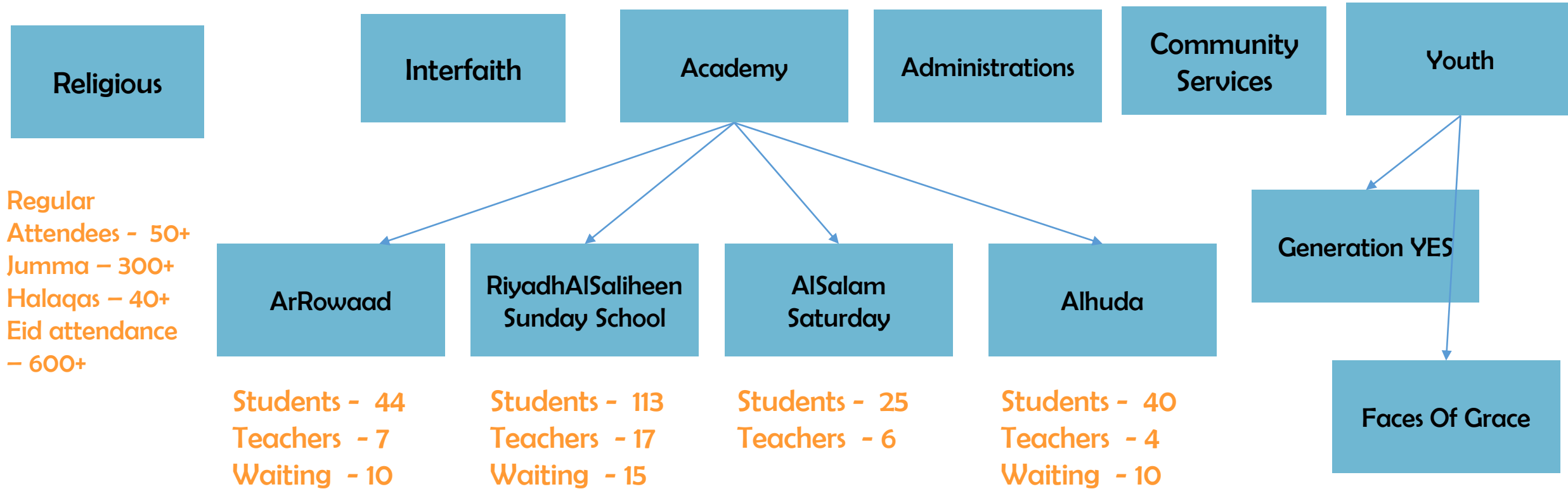
Agenda

- **ICOB Organization**
- **Construction Project Status**
- **Intro to 501c3 and Board of Directors**
- **Membership Process**
- **Finances**
- **Current Facility Lease-to-Own Contract**
- **New Construction Lease & Special Resolution**
- **Imam Role**
- **Other Important Policies**
- **Community Q&A**

ICOB Organization

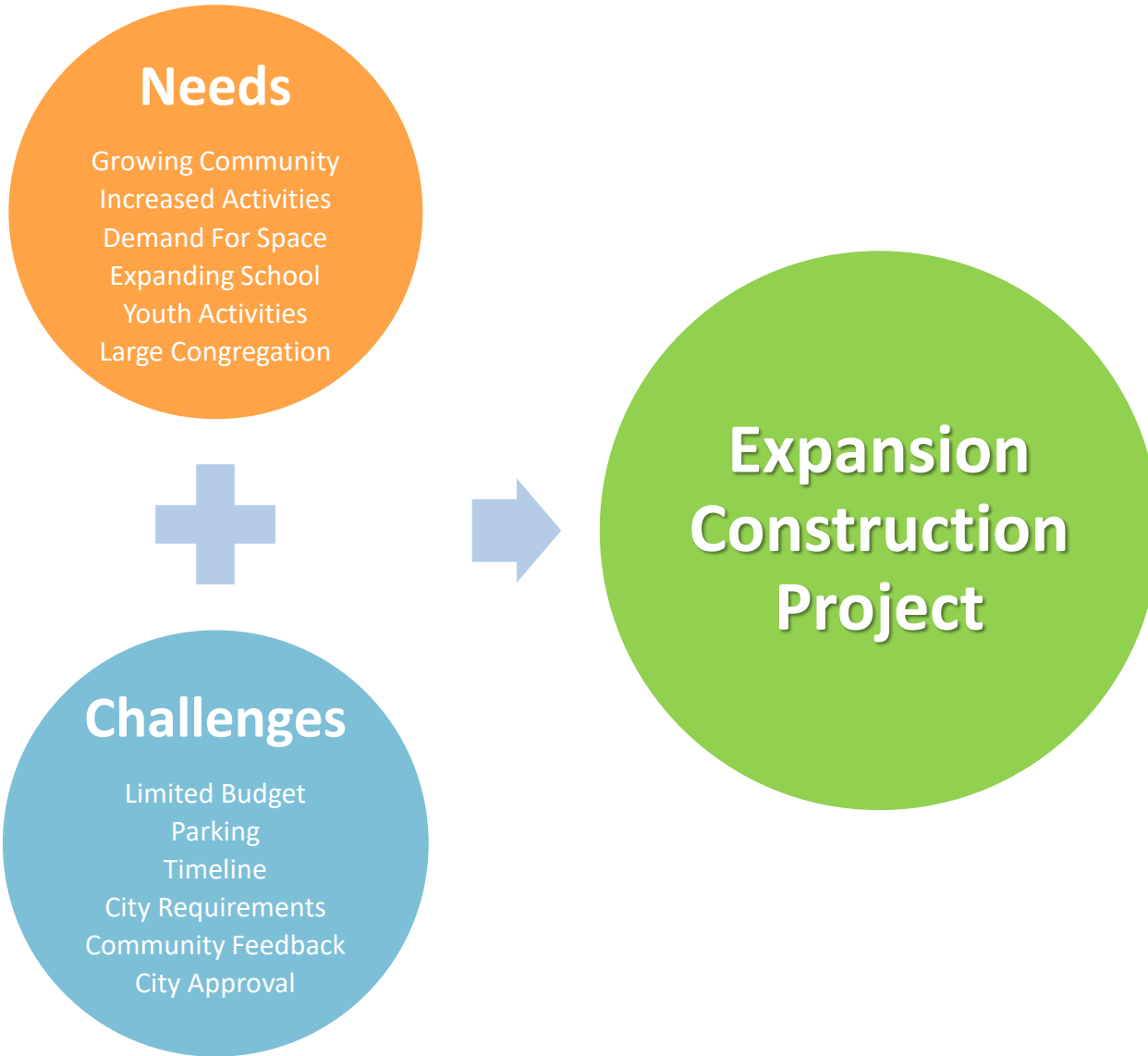


ICOB Organization and Community



Construction Project

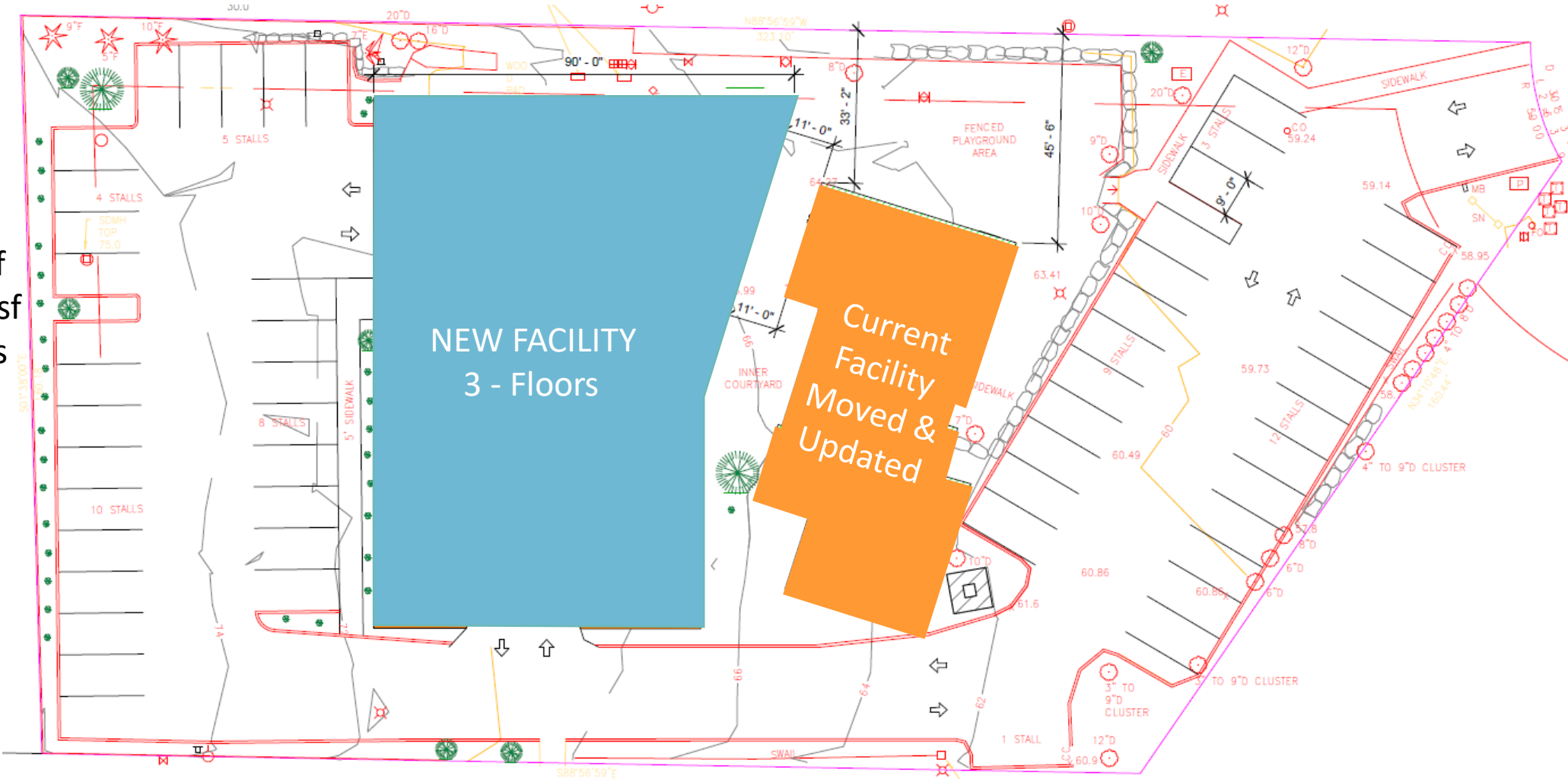


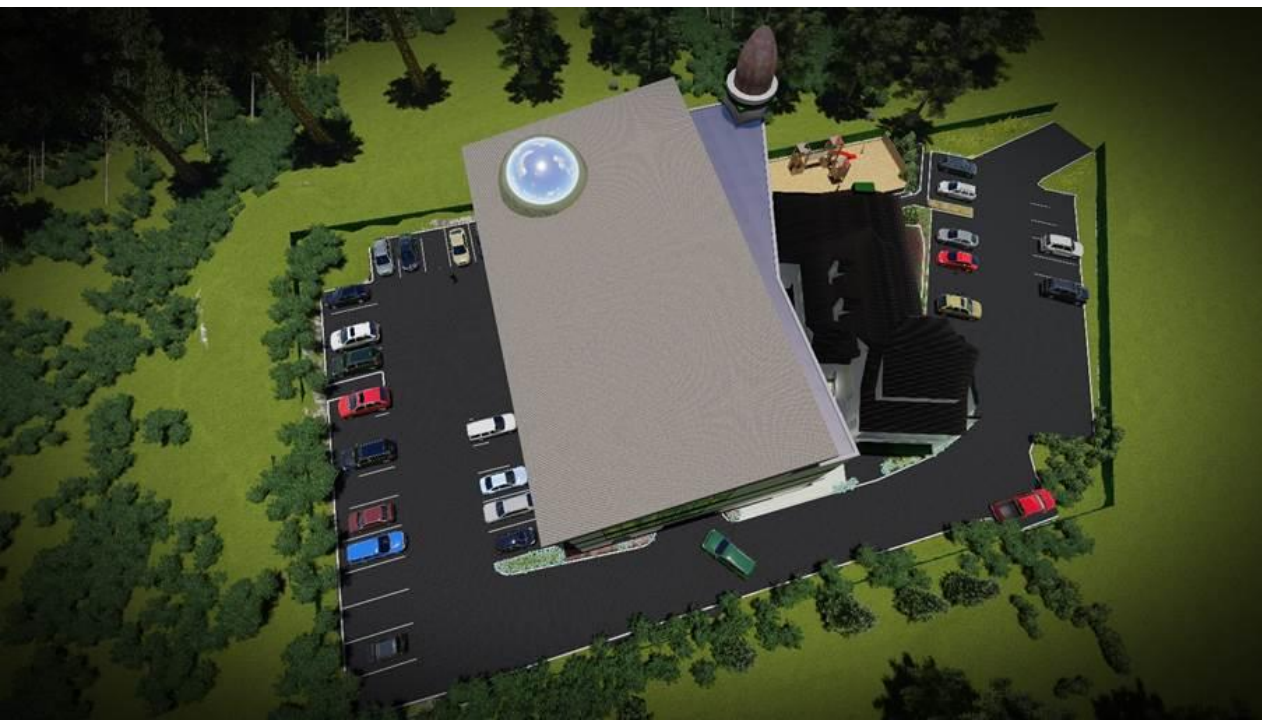


Phase 2

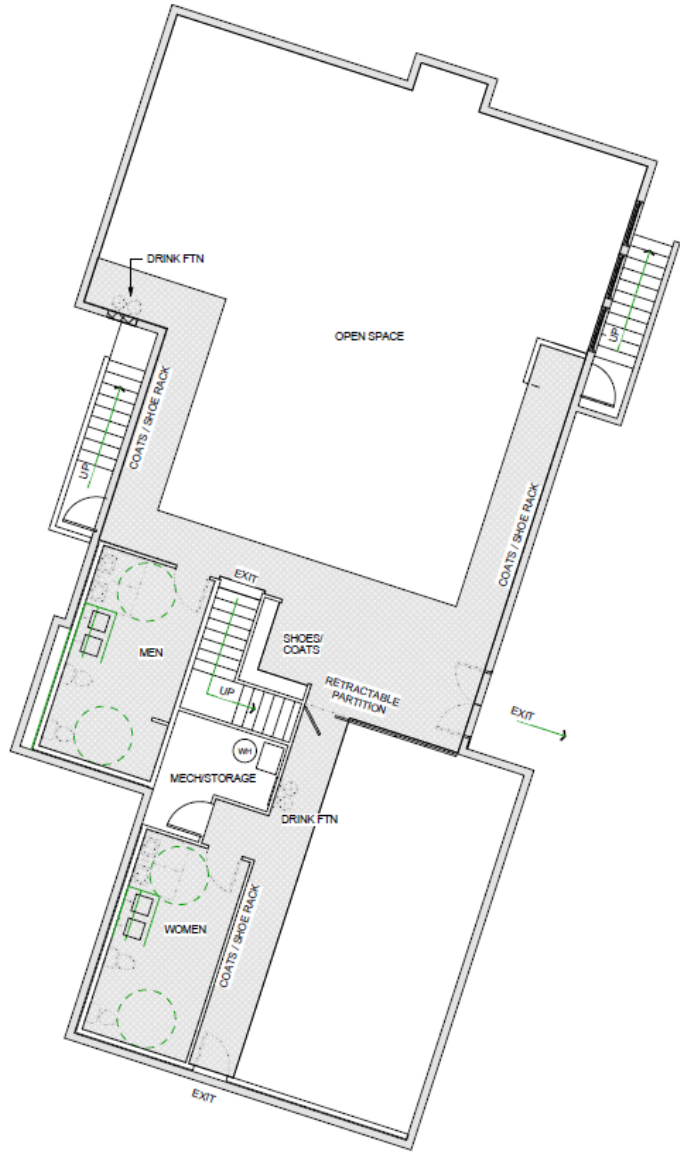
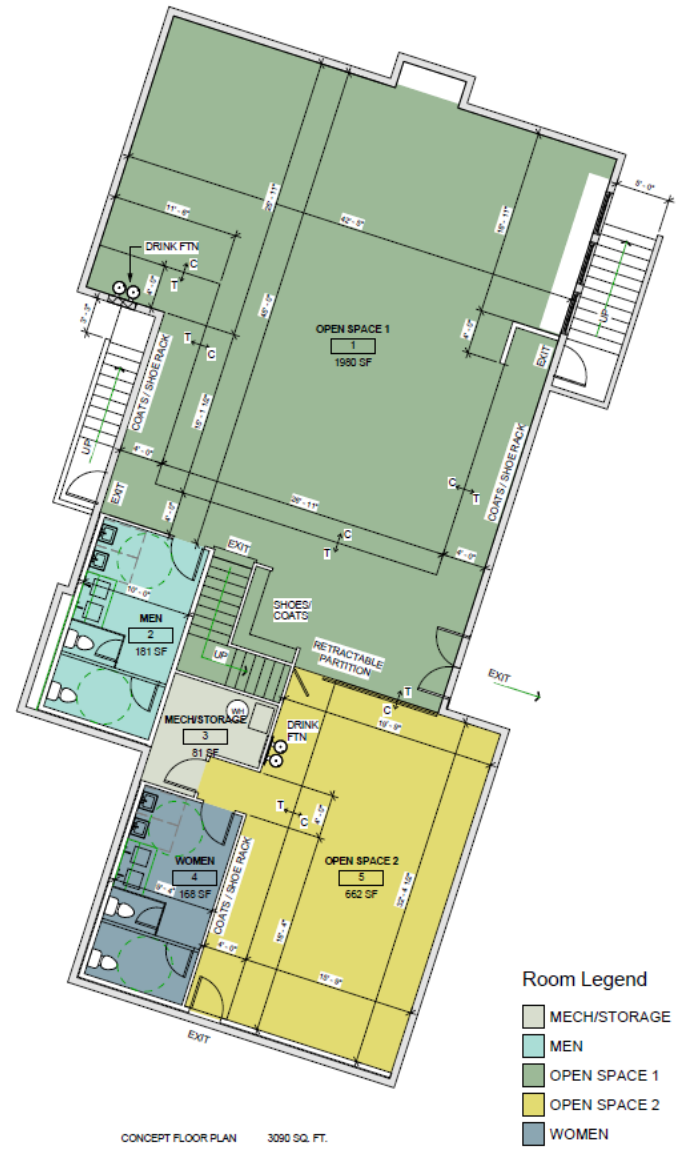
New Facility – 3 level building

Farmhouse: 7,000 sf
New Building: 27,000 sf
Total Parking: 70 stalls





Farmhouse New basement



- 3000 sf
- Permanent mosque
- Additional overflow current space
- Woddo facility
- Dedicated area for sisters
- Prayer space:
 - ~ 210 bothers
 - ~ 70 sisters
 - 20 to 30 overflow
 - + existing space

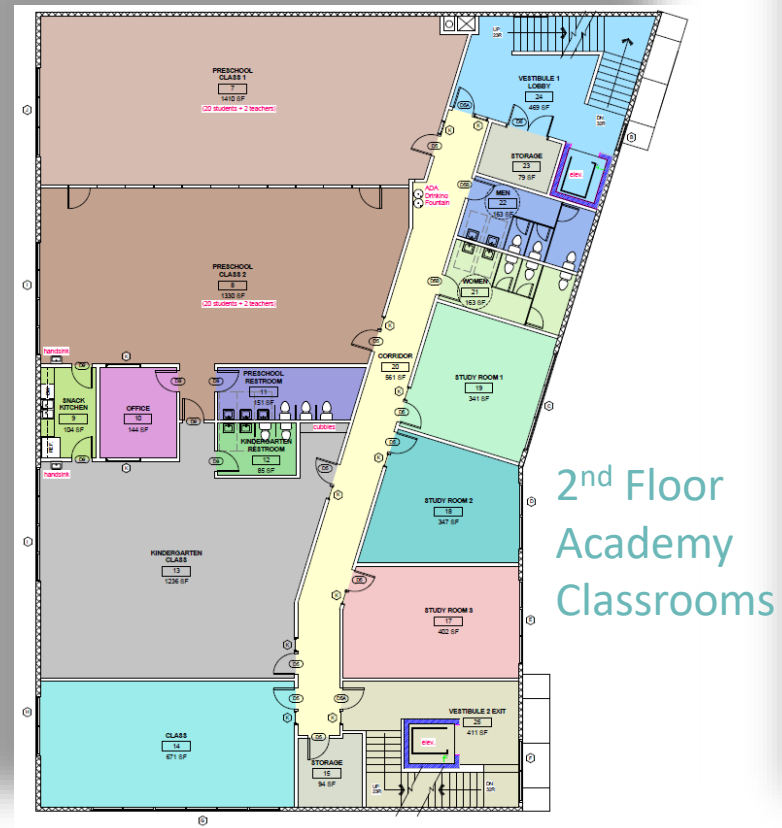
Current Basement → Main Floor
 Current Main level → Upper Floor

Both Floors opened out to much larger & increased Payer Space

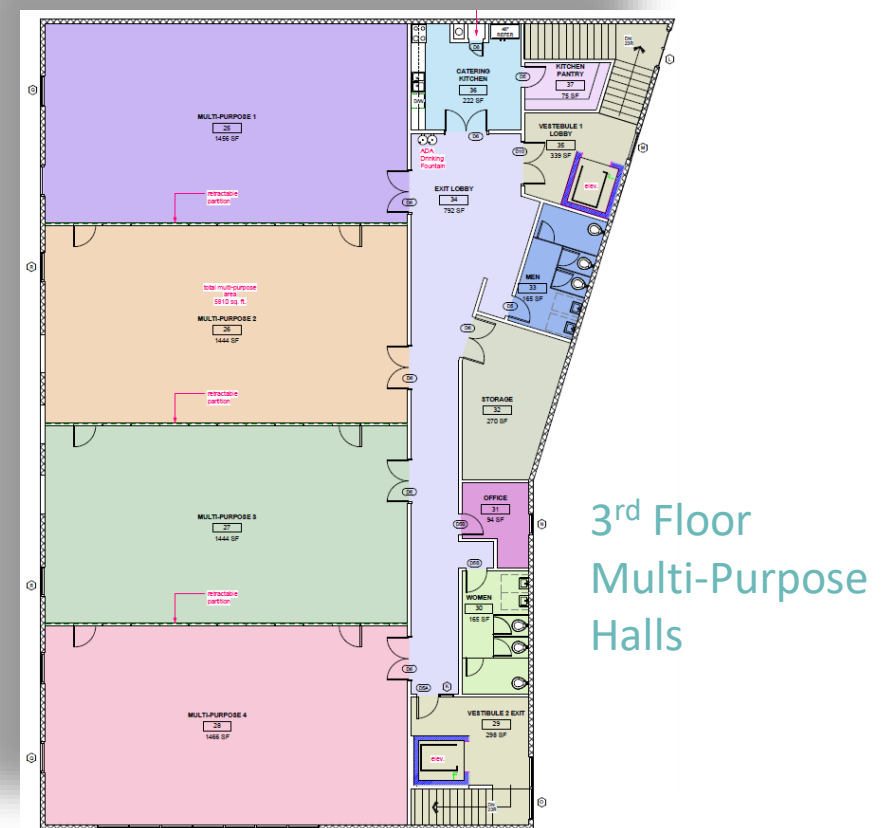
New Building



1st Floor
 Parking/
 Play/
 Kitchen



2nd Floor
 Academy
 Classrooms



3rd Floor
 Multi-Purpose
 Halls

Achievements

- City Planning **Approved**
- Traffic Study **Completed**
- Site Survey **Completed**
- Geotechnical Report **Completed**
- Design and Floorplan **Completed**
- Proposed Land Use Notice **No Issues**
- Accessibility Requirements **Achieved**
- Building Code **Accepted**
- Structure Engineering **Accepted**
- Civil and Architecture **Finalized**

Risks and Challenges

- City has very busy schedule and lots of project to manage
- Building industry is very busy with high demands and not a lot of labor
- The longer it takes to start the higher the cost gets as property market keeps rising
- City rules change as time goes and we got hit by some of those changes in between rounds
- Business construction permit process is very different from residential permit process
- ICOB is within a business park with additional requirements



Construction Project History and Status

• Round 1 - Feb to Sep 2016

- General assembly voted to move forward with the project (80%+ approved)
- New building in front with farmhouse unchanged
- City did not accept having a new building hiding the farmhouse
- City accepted in principle the idea to move the farmhouse to front allowing us to expand on current site

• Round 2 – Oct to Dec 2016

- Relocate farmhouse to front and design new building in the back
- New site plan submitted to city for planning review and approval
- City officially approved new plan

• Round 3 – Jan to Aug 2017

- Detailed redesign based on new site plan including floorplans
- City responded highlighting issues with storm and water quality criteria's
- City requested additions easement outside water easement (10' easement to 15' easement)
- City identified pervious vs impervious constraint due to the space and topography of the site

• Round 4 – Sep 2017 to Jun 2018

- Re-design new building to reduce square feet addressing new easement requirement and impervious requirements
- Re-calculation of all structural requiring updates to civil and architecture design
- Reached an agreement on storm and water quality issue
- City responded requesting additional technical clarification and additional calculation
- City requested us to connect to water main on NSD property requiring NSD to amend easement contract with the city

• Round 5 – July to Present

- Updated Structural design and calculations reviewed and approved by City's consultant, pending final City approval
- Finalized civil and architecture design based on structure changes
- Making progress with NSD on amending their easement contact
- Expect City response within next month

501c3 and Board of Directors



501c3 and Board of Directors

- 501c3 intro
- Board of Directors in General


Membership



Membership

- Updated membership forms have been available for last few weeks
- Membership is annual – current form is until end of 2018
- Updated 2019 membership forms will be available in Jan 2019
- Membership (and forms) have always been available upon request

ICOB Membership Form v4-2018



ISLAMIC CENTER OF BOTHELL

3300 MONTE VILLA PARKWAY, BOTHELL WA 98021

MEMBER INFORMATION 2018

Membership Requirements:
Please read ICOB Bylaws (available on our website <http://bothellmosque.org/about-icob/bylaws/> for complete requirements of membership). A few key points are mentioned below

- Must be a Muslim who resides in the King or Snohomish Counties and agrees with ICOB Bylaws.
- A member must complete this membership form and pays an annual Membership Fee (at this time fee is reduced for 2018 to \$5 per person and \$15 for 3+ family members)
- New members will have voting right to shape the future of ICOB after 180 days of their joining/payment dues and must be 18+ years of age (details are in Bylaws)

Important Information:
Please note that we will need to verify your address with a valid government issued ID for you to be eligible to vote. Please provide your residential address in the membership form below. Please provide email for all membership communications. Change of address should be provided to ICOB Treasurer (treasurer@bothellmosque.org).

Name: _____

Current address: _____

City: _____ State: _____ ZIP Code: _____

Email: _____ Phone: _____

SPOUSE INFORMATION IF JOINT MEMBERSHIP

Name: _____

Phone: _____ Email: _____

CHILDREN NAME(S)

Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____

MEMBERSHIP LEVEL AND YEAR (Checks should be made payable to ICOB)

<input type="checkbox"/> Membership for one person \$5.00	Membership Year: 2018
<input type="checkbox"/> Membership for two persons \$10.00	
<input type="checkbox"/> Membership for Family (3+) \$15.00	

SIGNATURES

Signature: _____	Date: _____
Signature of spouse <i>(only if for a joint membership)</i> : _____	Date: _____

Received/Validated by (signature & comments – ICOB Board Member or ICOB Staff)

info@bothellmosque.org
www.bothellmosque.org

Financials

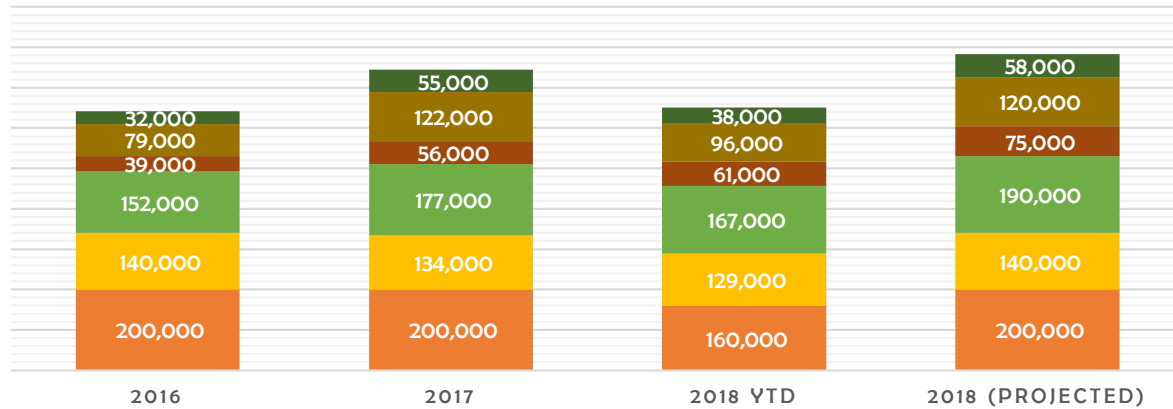


Financials

Income Statement		2016	2017	2018 YTD
ICOB General	Income	565,000	545,000	497,000
	Expense	535,000	597,000	501,000
	NET	35,000	(52,000)	(4,000)
		2016	2017	2018 YTD
ICOB Academy	Income	236,000	279,000	163,000
	Expense	108,000	147,000	151,000
	NET	128,000	132,000	12,000
		2016	2017	2018 YTD
ICOB TOTAL	Income	801,000	824,000	660,000
	Expense	643,000	744,000	652,000
	NET	163,000	80,000	8,000

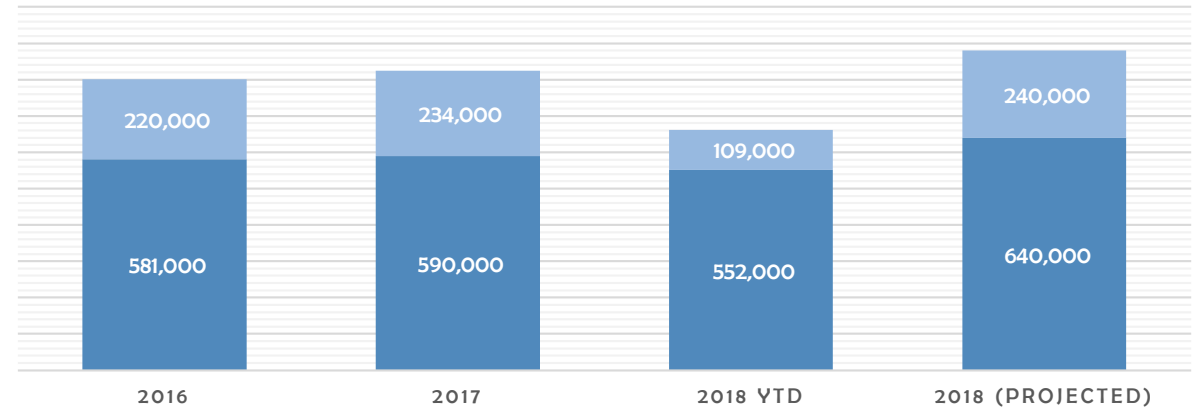
ICOB EXPENSES

■ Lease ■ Operations ■ Payroll ■ School ■ Constr. Project ■ Payroll/Prop. Taxes



ICOB INCOME

■ Donations ■ Tuition



Current Facility Contract



ICOB Facility Lease-to-Own Contract

- Current ICOB Facility is on a 10-year Lease-to-Own Contract
- Total Loan- \$1,350,000
- Payment = Facility Lease + Capital = 12 Monthly + 1 Annual = 200K
- Payment for 10 Years + a final payment = \$ 2,152,000
 - Toward Loan: \$ 1,350,000 toward loan
 - Property Lease for 10 years: \$ 802,000 = \$ 80,200 per year / \$6,680 per month
- Contract cannot be canceled unless ICOB fail to make payment
- Capital Remaining

	End of 2018	End of 2019	End of 2020
Capital Remaining	965,000	855,000	736,000

- No pre-payment penalties

Lease Comparison

- **ICOB Lease Rate was based on discounted value of current market rate (in 2015 was \$20+ /SF/YR)**
- **The current ICOB lease was and is the best halal lease-to-own option available**

2015


Office Property For Lease
 Monte Villa Farms
 3301 Monte Villa Pky, Bothell, WA 98021



Total Space Available: 42,279 SF
 Rental Rate: **\$20 - \$25 /SF/Year**
 Property Type: Office
 Property Sub-type: Office Building
 Additional Sub-types: Flex Space
 Building Size: Free Standing Bldg
 Building Class: 330,244 SF
 Listing ID: 18139404
 Last Updated: 7 days ago

Today

Search Results
 3700 Monte Villa Pky
 Bothell, WA 98021 Office For Lease **\$19.50/SF/Yr**



	3700 Monte Villa	Current Facility
SF	5,200	5,200
External Area	Shared	Exclusive
Common Area (bathrooms)	Shared	Exclusive
Parking (5 per 1000SF)	35	50
Monthly Lease Payment	\$ 8,450	\$ 6,680
Annual	\$ 101,400	\$ 80,200
\$ / SF/ YR	\$19.50	\$15.40

Old ICOB at Riverside

\$2,900 for 2,400 SF w/ 10 parking + shared common area

Was not sufficient for our needs

New Construction Lease & Special Resolution



New Construction Project Lease Details

- Loan to Expand: \$2 M paid over 12 years + Lease during that time
- Building Space: 27,000 SF
- Overlap Current Lease and Extend by 6 years
- During Current Lease – Pay \$200K per year (in addition to existing \$200K payment)
- Last 6 years – Pay \$400K per year
- Total Payments = $6 \times 200K + 6 \times 400K = \3.6 M
 - \$1.6 M / 12 Years = 134,000 Lease Per Year / \$11,170 per month
 - Lease Rate of **\$4.94/sf/yr**
- Special Resolution was taken to safeguard this project

Special Resolution

- Special resolution was created in Feb 2017
- Does not alter Bylaws but only a temporary suspension for large project
- Was legally validated against WA State Statutes
- Presented in General Assembly mtg immediately w/ No objection from 100% of attendees
- Created to maintain stability and reduce risk during construction project only and hand-off to next Board after that...
 - Expected permit time: 1 year
 - Expected Construction time: 1 year



ICOB Board Stability

- Need: Board Stability Needed during Construction Project
 - During this critical phase of construction/financing its essential to have a stable Board of Directors team
- Issue: Current Board Term limits
 - Current Board Member Term is 2 year w/ 2 consecutive terms limit
- Solution: *Temporarily* suspend term limits during Construction Project timeline
 - The Board has passed a resolution to *temporarily* suspend the term limits until Construction Project is completed
 - After project completed the term limit will renew/start to provide some time for continuity/transitions if needed
 - Remember: General Assembly still has collective power to remove anyone from Board if required for some valid reason

Imam Role



The Imams Role

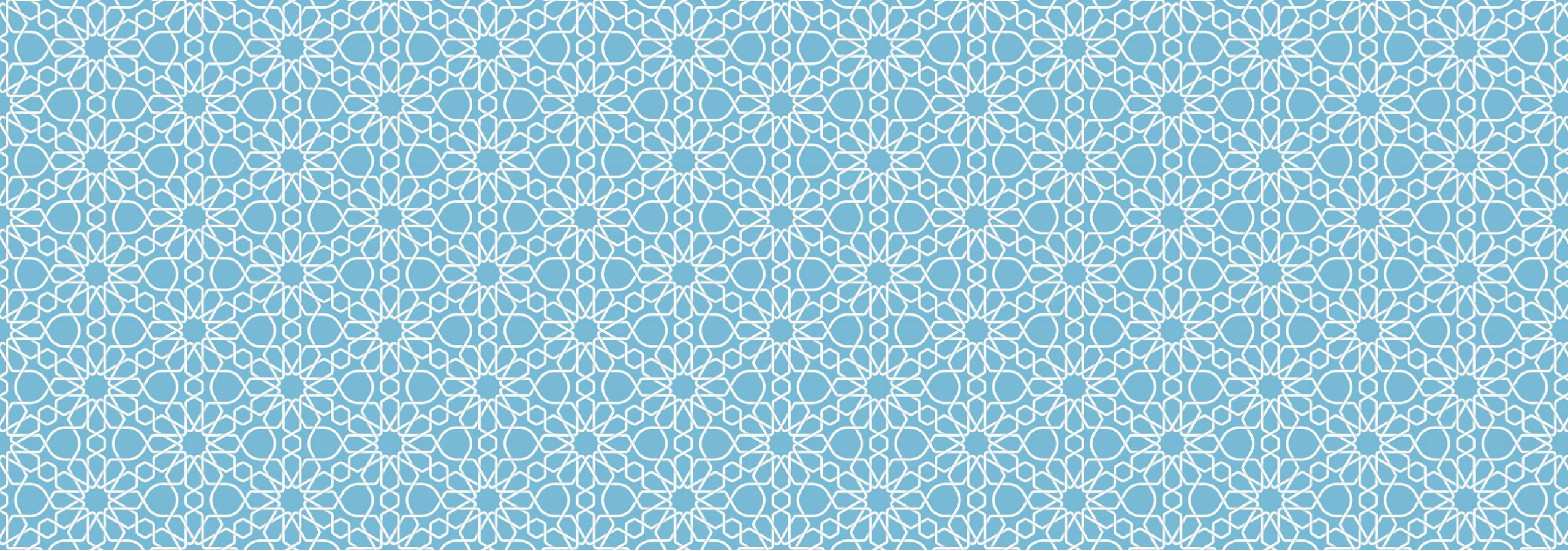
- Most previous tasks (+ few more like Hifz program and Sat school) are currently being fulfilled by 2 Assistant Imams
- Will provide schedule/update of Sh Abdirrahman & Ustad Bilal
- Next steps: We will form a committee involving community members to define the Imam roles and responsibilities

Other Policies



Other Policy Updates

- Please do not distribute flyers or organize mtgs in ICOB without permissions form ICOB Organization/Board. Doing so ad-hoc puts entire organization at risk. In future, this could be subject to legal action
- Food Policies – explain what/why reasoning behind it
- External Organization Operating in ICOB Policy



Q&A

