

**ST. FRANCIS DE SALES BUILDINGS & GROUNDS COMMITTEE
MINUTES – JANUARY 6, 2015, MEETING @ 6:30 P.M.**

PRESENT: *Building & Grounds Committee / Mike Johnson, Phil Hall, Julie Dantuma, Bob McDonald, Barry Lamb & Ken Etten. Joe Ehlen from Scherrer Construction was also present.*

1. *In November, Mike Johnson reported that the New Wood Doors at the northeast entrance to the Church are deteriorating badly. Phil Hall contacted Larry Lange of Lange Custom Woodworking who provided the doors who in turn contacted the manufacturer. The manufacturer apparently claimed the doors weren't appropriate for an exterior installation and denied any culpability. Larry Lange refunded the cost of the doors. Phil contacted Scherrer Construction and Joe Ehlen appeared at our meeting to give a proposal to replace the wood doors with FRP insulated fiberglass doors. He gave us a sample door panel which would be very similar in style to the existing doors, would come factory-painted and would be warrantied for 10 years. The cost of the new FRP doors would be \$8,950.00 installed. A portion of this would be covered by the refund on the previous wood doors. Mike Johnson recommended that the existing panic bars, closers and hardware be replace which would add approximately \$2,000.00 to the cost. The Building & Grounds Committee agreed that this would be the best solution for replacing the doors and recommended that the proposal be sent on to the Finance Committee and the Parish Council for consideration.*

2. *The Parking Lots / Playgrounds have developed a number of serious cracks over the years compounded by recent severe winter weather and drainage issues. Several months ago Phil Hall contacted Rabine Paving who provided a detailed "ballpark" estimate to mill and resurface the Main Parking Lot, fill cracks on the Upper Lot, and do additional asphalt patching on the Upper Lot. The estimate for this work was \$92,488.30. Recently parishioner Troy Weis volunteered to prepare a study for regrading the Parking Lot to improve drainage. To do this, he would need an accurate topographic survey of the Parking Lot and Church property. Since no such survey currently exists, Ken Etten obtained estimates to prepare an updated survey from Tim Lynch at Lynch & Associates and from Peter Gordon at Farris, Hansen & Associates. The estimate from Lynch was between \$2,400 and \$2,800 and the estimate from Farris, Hansen was between \$2,000 and \$2,500. We may also get an additional estimate from Scherrer Construction. The Building & Grounds Committee will pass this information along to the Finance Committee with the recommendation that a choice be made and an updated survey be prepared.*

3. *We recently discussed the condition of the electrical service in the School. With consideration being given to possibly installing air conditioning units in the **School Classrooms** and the need for technology upgrades, it would be important to have a survey done of the existing electrical service within the **School**. **The Buildings & Grounds Committee recommended that Scherrer Construction contact an electrical contractor to prepare a survey of the existing electric system and to make recommendations and cost estimates to upgrade the electrical system throughout the School.***
4. *In a related matter, there was discussion regarding contracting to have work done at the **School** and any other **Parish Buildings**. This included discussions of putting projects out to bid to multiple **General Contractors** vs. doing a negotiated **Time & Material** contract with a single **General Contractor**. **Scherrer Construction** has a history of working with the **Parish** including construction of the **Parish Hall**, additions and remodeling to the **Church**, and remodeling work at the **School**. **Joe Ehlen** made a case for the **Parish** continuing to work with **Scherrer Construction** and indicated that they would provide **Preconstruction Survey Services** to analyze building needs at no cost. **The Buildings & Grounds Committee had no specific recommendation at this time but this was something the Parish Council should consider.***
5. *With the onset of the winter heating season, **Mike Johnson** gave the **Buildings & Grounds Committee** an update on repair costs for the **Parish HVAC** systems and to remind us that we should be considering a long-range replacement plan for equipment. We currently have two **HVAC** units in the **Rectory**, three in the **Parish Hall**, four in the **Church**, one in the **Darwin Street House**, and two boilers in the **School**. **Mike** reported that from **July 21, 2006, to December 9, 2014**, the **Parish** has spent **\$186,770.00** on **HVAC** equipment repairs or an average of **\$23,346.00** per year. Given the unpredictability of **HVAC** system failures, the **Building & Grounds Committee** felt it was critical for the **Parish** to have funds set aside for emergencies.*
6. *At the **November, 2014**, meeting of the **Buildings & Grounds Committee**, **St. Francis de Sales School Principal Eric Gallagher** presented a list of potential projects for repairs and upgrades at the **School** for review by the **Building & Grounds Committee**. It is understood that these projects would be part of a long-range program for improvements and would require input and approval from not just the **Buildings & Grounds Committee** but also the **Parish Council**, **Finance Committee** and **Father Jim** and the support of the **Parish** as a whole:*
 - ***Install new security doors at the Entrance and Classrooms.** The **Home & School** is working on a project to replace the existing **Entrance** and **Classroom** doors with more secure doors. They have an estimate for **\$4,185.00** to replace these doors, including installation.*
 - ***Upgrade the fire alarm system throughout the Parish facilities.** Eric pointed out that the current fire alarm system is zoned in such a way that when an alarm is activated in the*

School, it does not activate the fire alarm in the Parish Center even though students are sometimes in class at the Center. *The fire alarm system needs to be brought up to current code and interconnected throughout the Parish facilities including the School, Church and Parish Center.*

- *Replace the current key-operated lock system at the Entrance Doors with a card-swipe system.* Eric felt this would improve control of access to the **School** since keys can be lost or fall into the wrong hands whereas the cards in a card-swipe system can be activated or deactivated as the need arises.
- *Consider relocating the Main Office.* The current Main Entrance is at the Lower Level of the **School** off of Curtis Street. Someone wishing to enter the **School** during the day must first get “buzzed” in by the Office and then find their way up to the Main Level of the **School** to reach the Office. *The immediate upgrade would be to add security cameras to follow the path of anyone coming into the School from the Main Entrance up to the Office. The long-term solution would be to relocate the Office either to the south end of the Main Level and make the south entrance doors the Main Entrance or add a New Office addition off the Curtis Street entrance.*
- *Add air conditioning units in all of the Classrooms throughout the School.* Previously small residential air conditioning units have installed and/or donated in the 2nd, 4th, 5th, 7th and 8th Grade Classrooms. *The long-range plan would be to upgrade the electrical system in the School to accommodate new individual packaged air conditioning units in all of the Classroom. (See Item #3 above regarding getting an electrical system survey and cost estimates on doing a major electrical upgrade in the School.)*
- *Improve the heating controls in the School, especially in the upper grades in the former Convent.* Portions of the **School**, particularly the upper grade **Classrooms** in the former Convent, have single heating controls resulting in some **Classrooms** being too hot while others are too cold. *Mike Johnson will check with Heating Contractors regarding the cost of zoning the heating system with more local controls.*
- *There is currently virtually no green Playground space.* Eric asked if the **Parish** would consider removing some asphalt to create grass areas for kickball or soccer. It was pointed out the current parking area is maxed out to meet the City zoning requirements for on-site parking for the **Parish** facilities. *The Buildings & Grounds Committee suggested the option of removing the Darwin Street house to create a green Playground space or possibly acquiring additional property to the south of the current Parish Center.*
- *Given the cost of the Parking Lot repaving alone being almost \$100,000, the Buildings & Grounds Committee felt that the cost of this long-term “wish list” would probably be at least \$300,000.*

The Buildings & Grounds Committee recommends that we work with the Parish Council and Finance Committee to organize a long-term Capital Campaign fundraising program to address these and other building needs in the Parish. We need to verify the available funds the Parish has with the Archdiocese, the status of our proposed Stewardship Committee, and what programs and people might be available through the Archdiocese to assist us in developing a long-term Capital Campaign program.

7. *Mike Johnson reported that he had Adams Electric install heat tapes to prevent ice build-up on the north side of the Day Chapel and on the south side of the Vestibule / Day Chapel roof and downspouts at a cost of \$3,600.00 to install 340' of heat tape, all of the electrical wiring and controls. Mike reported the heat tape is working well so far this winter.*

8. *The installation of the new fencing on the Upper Playground behind the basketball nets to prevent balls from going into the neighboring property has been completed. The cost was \$680.00 to raise the fence behind the basketball backboard plus \$1,035.00 to close the fence at the corner of the upper lot for a total of \$1,715.00.*

9. *Mike reported that there is still an ongoing problem with the backflow preventer on the boiler in the School. This has been a problem for some time and seems to be getting worse. It seems to occur when toilets in the School are flushed and could be related to fluctuations in water pressure. Mike has been working with Vorpapel Heating to try and resolve the problem but they have not yet determined the specific cause or solution. Mike will let us know if they come up with a solution and what it will cost.*

10. *A few months ago, Phil Hall spoke to a Parish member who is a painter to get an estimate on repainting the interior of the Church. The rough estimate to do basic repainting of the interior of the Church without significant decorative detailing was between \$75,000 and \$85,000 for preparation, one prime coat and two finish coats and could require closing the Church for up to a month. This project is on hold until the new Stewardship Committee is formed to establish funding and the Restoration Committee meets to determine the level of interior repainting and detailing required.*

11. *Head Custodian Mike Johnson has several potential repair projects in the Church and School that need to be addressed when time and funds become available:*

- *Painting the ceiling in the Vestibule with the special sealant paint provided by the asbestos abatement firm.*
- *In the Church basement, completing the clean-up and installation of new shelving in the Storage Rooms at the bottom of the stairs.*
- *Installing new "intruder locks" in several areas in the School. These are intended to provide better security and provide "safe areas" in the event of an intruder entering the building and they cost as much as \$3,000 for seven locksets. This work may become part of Principal Eric Gallagher's long-term "wish list".*

- *Repairing the concrete steps at the front of the Church need repair, specifically where the railings are anchored into to steps. Mike will check with Chris Weber to get recommendations and estimates on repairs.*
- *Some of the landscaping between the front stairs and the Church is getting overgrown and need to be cut back and/or replaced. We will contact Pam Lenon for recommendations on the planting and Mike will do some trimming where needed.*
- *Repairing the St. Francis de Sales statue at the front of the Church and the Mary statue in the planted area to the west of the Church. The St. Francis statue may be covered by the company we purchased it from.*

12. *The Building & Grounds Committee Meeting adjourned at 7:45 P.M.*

The next regular Building & Grounds Committee meeting will be on Thursday, February 5, 2015, @ 6:30 P.M. in the Parish Hall.

*Submitted by Ken Etten
(T) 262) 248-8391 ext. 12
E-mail: ken@mccormacketten.com*