

Monthly Progress Report.....Property Committee June 5, 2017

Present: Sharon Nystrom, Frank Schaible, Jim and Ann Lieberknecht, Roger Stephenson

Old Business

- Need to fix a crack in the heating/air conditioning duct...**Frank and Roger will look into fixing with new tape...ask Jennifer to have heating and air specialist look at this and Pastor Janet's office.....Pastor Erik did**
- The threshold on the front sanctuary doors are beginning to crack.... **Pastor Erik to ask contractor if they can fix the threshold...they were not able to do it, but may be able to get it done in connection with the lighting project...our handyman might be able to do it (Joseph) connect with Jennifer... Frank has his card ... Jennifer will get estimate...needs to be a thinner metal one**
- On-going water leak... *the city has informed us that their monitoring of our water usage seems to indicate that we have a leak...might need to have Lidio eventually replace all the valves (there is like 30)....the city will do a survey for us, we just need someone to meet with them...Jack Holgrem would do this, needs the schematic of sprinkler system... rep from city came and found leak in men's bathroom, a plumber has fixed this leak... need to continue to monitor because the sprinklers have been off due to rainy season*  
**-need to hire a leak detection company to find where the leak in the sprinkler system...ask Jennifer to look up and get a quote**
- Ask Heather how much we got from T.O. Healthcare in 2016 for parking... **Pastor Erik will follow up... Pastor Erik will ask Heather to create an invoice to bill them...**  
**-Need to have contractor tell us where it is ok to park during preschool construction... ask Heather to ask insurance about costs if we charge to rent parking spaces**
- Re-keying the campus.... **Yes, but the committee wants to wait for the summer after construction is done**  
Voted: **Yes, up to \$1,300**
- Need to ask HoneyTree for a copy of their keys for emergency purposes...**Pastor Erik to ask Sherri**
- Bees are back in the roof of the sanctuary, on left side looking from the street towards the church  
Quote= from "Bee Specialist" They will re-locate hive, they charge \$250 an hour, thinking it will take 3 hours so probably close to \$750  
Voted: **Unanimous approval, use Property Maintenance Budget, Jennifer will schedule and look into issues with the roof as well.... Still pending need quote from roofer in addition to the quote we received from the bee specialist**
- Termites... an inspection was done and found some in the attic above sacristy, there is fairly significant evidence of activity, a heat treatment was suggested, if we do the heat treatment we have to get anything of value out of the attic before heat treatment is done  
Quote= **from Summit Termite and Pest Control, estimate is \$2,000**  
Voted: **Unanimous approval, use Property Maintenance Budget, need to have Jennifer wait to schedule...Yes, Property committee has approved... Pastor Erik to ask Jennifer to call...Money will come from the General Repair budget line #3503**
- **Brick ribbons and Cracks in sidewalks or uneven spaces**  
**-could we have concrete contractor or same company as parking lot do this as well?**

**Follow up:** Pastor Erik to ask Krister to ask paving company to estimate this

could we look into a new sign to put on the corner of Arboles and Mont Clef ...could we have upper part be worship times and bottom half be a ticker with all the community things that we have on campus....How do we get the rules and regulation?

**Action:** Jack Holmgren will go down to the city hall and see if we can find out about rules and regulations

- **Need to replace exhaust fans in cry room bathroom and other restrooms**-Scott Youngren recommends a “squirrel cage” fan, it is quieter and moves more air... *Scott will look into price and bring recommendation...probably \$120- \$150 each... committee has authorized using general repair funds for this once the right model has been determined... will need to have our handyman do this... need to ask Jennifer to follow up this ... get quote from Joseph handyman....Joseph came out and said he was really busy and would get back to us, he told Jennifer it was already a squirrel cage motor so maybe he could just replace the motor*
- Lighting in the sanctuary...*the committee would like to recommend that we would like to change out all the light bulbs... Pastor Erik to contact the contractor...Also need to ask Bernie Bauer and Scott Youngren what kind of LED lights we could put in...and meet with future ideas for lighting... Bernie and Scott have been contacted and are in the loop...this is still in process*
- One worship sign for front of church.... Frank and Roger to get dimensions to Jennifer to order... still waiting for it to come
- Weeds on corner driving in from Arboles side, Roger to ask Monse to talk to Lidio about cutting them down... **Lidio has done this**

**New Business:**

-need to fix duct work and air conditioning unit in the office... it would be approximately \$15,000

**-The committee decided to use the Air conditioning Dedicated Fund (\$4,334.61) #9104 and the rest from the #3503 General Repair Fund.... This will just be for the Duct work and motor upstairs**

-painting Pastor Elizabeth’s office...**she has been contacted about colors... waiting to hear back... need to do it the week before June 27<sup>th</sup>... Frank, Joyce and Roger will paint**

-Sherri Shuler, pre-school director fell on a crack in the sidewalk... **Roger and Frank will borrow or rent a concrete grinder to fix it**

-Roger and Frank will take down railings for preschool spring concert and put them back up on Friday

-Ask council about the chairs

**Next Meeting:** Monday August 7th, at 11:30am