

St. Francis of Assisi Building and Grounds Committee Minutes

March 29th, 2016 - 6:00 pm to 7:30 pm

Chairperson: Chris Bates

In attendance: Tom Nolan, Larry Richards, Ted Nahas, Aimee Staudt, Father Ray

Minutes: Dan Raedeker

Opening Prayer: Father Ray

Minutes: Minutes approved from the February 23rd, 2016.

Pastoral Report

ADA letters have been sent out with a goal of \$303,000 which is a 4% increase from last year's goal. 2015 ADA came in \$22,000 short of the goal.

Vision committee continues to meet and move the process forward.

Old Business

A. Track

- i. Middle School Track practice has started and seems to be working out well. SFA is using the track from 3:30 p.m. to 5:00 p.m. with other schools coming in at 5:00 p.m.

Stakes and warning tape were installed inside and outside of the track to help keep people out of the mud and the infield where the new grass is growing.

- ii. Access, locks, signage, public usage

Fencing will be evaluated to see whether a 6 foot fence is needed around the entire track. There is a 6-foot fence along Woodland Ave. No Trespass signs have been installed and the area is locked when not in use. Instructions have been shared with coaches to keep kids on the track. Once the grass is established we will discuss whether the track will be open to public and if/what instructions need to be posted. This would include information about public usage and walking lanes

Tom shared that he will request additional no parking signage for the north side of Woodlawn and Sunday only parking signs installed on the south side of Woodlawn.

In addition, a four-way stop may be put in at the corner of 72nd and Woodlawn with the increase in traffic from the Sierra Pointe apartments and the new office building. Tom will find out if this is going to happen.

The Gardening Angels will use the pro hauler to get back and forth to the garden. Shot put and disc locations have been discussed and will be designated soon.

iii. Maintenance Costs

1. Restriping and resurfacing

The average life a track is 15 years and requires maintenance between 7 and 9 years which is all based on the amount and type of usage.

- Maintenance cost for coating, minor patching and restriping costs about \$40,000 with medium use
- Maintenance costs for coating, patching and restriping with heavy use is about \$60,000.
- To remove and replace the surface it would cost \$110,000 which includes striping. This does not include the asphalt base.

From the information presented above, it is anticipated that costs for maintenance will run \$7,000 to \$8,000 per year with \$12,000 to \$14,000 anticipated with inflation by 2020.

2. Funding

- Track Fees – Dowling has agreed to have \$5 per runner coming back to SFA (\$3,500 to \$4,500) annually. The funds this year will go toward equipment. Tom will check with Mike Hazel about getting the funds put into the sinking fund to help with maintenance.
- SFA Foundation – SFA Foundation has not met. Home and school gave \$2,000 for this year to offset track costs.
- It was asked about setting up a sinking fund specifically for the track. Tom shared that an overall sinking fund is established and detailed on a spreadsheet where the money is designated.

3. Insurance - Insurance is covered under the same general policy the rest of the facilities are covered under. Tom will check with Catholic Mutual on whether the track has been added.
 4. Ownership - SFA has official ownership
 5. Punch List -
 - Discussion for the track shed will need to happen. Tom shared that having 2 sheds versus 1 large might end up being a better solution. They are working out the details on what would work best for all parties. More research is being completed.
 - Goal post will be installed late summer
 - Tires from the football program will be disposed of in the near future.
- B. Safety Committee Update
- i. Chairperson from B&G Committee – Don has resigned as chair of safety committee and B&G decided that the chair did not need to be a B&G member. Dave Dirks was mentioned as options for the chair position. Tom will reach out and find a replacement.
 - ii. Bleachers – no update
- C. Lighting
- i. Sanctuary – Tom is waiting to hear back from Adventure Lighting.
 - ii. Reservation Chapel - Father Adam is researching if we are able to use the batteries powered candles. The ear piece microphones are not an option for Father Adam and Father Ray will try the ear piece microphones.
- D. Discussion
- i. Restroom countertops / soap dispensers - No update. Tom is waiting for Paul to see if he would take this project on. Discussion about major renovating the restrooms will be discussed at June meeting.
- II. **New business**
- A. Open for Discussion – None shared
- III. Parish Manager Report
- A. Finance Report – Review -
- i. Long-term Capital Budget update – Roofing
Reviewed the spreadsheet that Tom and Chris developed. A map of the roof section will be created to better understand what has been completed and what needs to be done. The following will be added: resealing of bricks and fire alarm system. Playground, restrooms and the school and church kitchen will be taken out.
- Chris asked for help put together the other spreadsheet. Tom and Chris stated that they will start looking at flooring in April. Aimee agree to help.
- B. Facilities Updates
- i. Garden update – Mary’s Garden continues to look for funding. Tara would like to meet with someone about an appeal in the bulletin. A meeting to talk with her about raising funds will be set.
- Tom will send out an email to all gardeners about clean-up for all gardens.
- IV. Approval to adjourn at 7:45 p.m.