

Report Priority 5 - St. Leonard Maintenance Projects

Note - Below is a list of maintenance projects that have been reviewed by Fr. Mike, the St. Leonard Parish Advisory Council, and the St. Leonard Parish Finance Committee. Some costs are only very rough estimates.

Church - Maintenance Project

	Estimated Cost	
	Low -----	High
1. AED --- Install an automated external defibrillator in the Sacristy Notes A - Place this item on a donor list that Fr. Mike would have and be able to present to someone wanting to make an "In Memory of"	\$1,400.00	\$1,700.00
2. Boiler Room - An external vent needs to be installed for the dryer. Notes	\$50.00	\$200.00
3. Doors - The class room on the west side of the Social Hall stage - Replace or repair the door knob on the class room door. Notes A - Terry Jackson said that it is extremely difficult to lock. REPAIRED ---- 11/15/2011 ---- WD-40 and lub lockset.	\$50.00	\$150.00
4. Doors - The entrance doors to the Narthex/Worship area have sagged and are rubbing at the top. This is preventing them from closing. Notes A - The doors appear to be wood. A simple solution may be to us a belt sander and remove some of the upper edges. B - Or - there may be some way of adjusting the doors to straighten them up		
5. Façade - Cracks have appeared in the brick façade of the worship area's music corner. Notes A --- The music corner of the worship area has settled causing cracks in the brick façade. B --- If not repaired these cracks will allow moisture to deteriorate the brick façade.		
6. Façade - The corner of the worship area near the emergency exit has settled slighty causing cracks in the façade in that area. Notes A --- These should be tuck pointed to prevent further damage to the brick façade.		

7. Façade - The cracks that were repaired in the brick façade in the boiler room area have widened and may need re-tuck pointed.
Notes
8. Gutters - All of the Church, Social Hall, and Rectory gutters need to have the leafs cleaned out. \$200.00 \$400.00
Notes A - I have contacted Jeff Shumaker at Shumaker Roofing and asked them to do this in the next couple of weeks.
COMPLETED ---- Week of 11/21/2011 Shumaker Roofing
9. Gutters - It was discovered that the roof area over the restrooms and the Social Hall hallway does not have a gutter system. \$500.00 \$2,000.00
Notes A --- The roof appears to be sloped to a centrally located drain that drains down through the roof assembly.
B --- If this storm water is draining down to a foundation drain, this could have contributed (and still be contributing) to the settling of the boiler room corner.
C --- If this is the case, re-routing of this storm water away from the foundation should be considered.
10. Gutters - Rectory - Leaf guard should be installed on all of the Rectory gutters.
Notes A - As the leafs build up in the gutters some are being flushed into the downspouts during heavy rains. If not they do not self-clear before winter, this could cause the downspouts to swell up and burst the seam during freezing.
B - 11/21/2011 ---- Shumaker Roofing measured 360 feet of gutter on the Rectory
C - COMPLETED - Shumaker Roofing install gutter guard
11. Gutters - Some of the upper gutters on the back of the Rectory are heavily rusted and replacement may be considered.
Notes
12. Gutters - The downspout that runs from the Social Hall roof along the southern portion of the bath room roof needs to be repaired.
Notes

13. Heating System - Social Hall	\$0.00	\$650.00
Notes A - It was discovered that the Social Hall heating system is still not working properly. Houston Plumbing and Heating came in and checked it out. The music room was not heating up. They found that there is a thermostat on the music room wall. This controls an electric valve in the heater in the NW corner. This valve controls the heat in the music room and the women's restroom.		
B - The thermostat in the music room is tied into the main control box in the boiler room. After checking everything out the Houston people said that the control box was not linking with the music room thermostat and should be replaced. (It is 48 years old and		
14. Kitchen - the convention oven, black electric range, and the exhaust hood are on the same circuit.		
Notes A --- Running all three at the same time may cause the circuit breaker to trip. This may also over load the rating of the wiring.		
B --- The electricity to convention oven and the black electric oven must be shut off if the exhaust hood fire system trips. Putting these two units on separate circuits may require the installation of a new exhaust hood trip switch. --- The code may also require that electricity to the exhaust hood be shut off if the exhaust hood fire system trips.		
NOT REQUIRED ---- 11/14/2011 --- Holland Electric said it appears to be OK as is - The convention oven only draws a maximum of 10-		
15. Kitchen - Thermostat; appears to need replaced	\$50.00	\$200.00
Notes		
16. Lighting - (Sidebar 1) - I called General Electric customer service and asked their recommendation for the best type of compact fluorescent to use as we are replacing the incandescent 100 watt bulbs in the worship area light fixtures.	\$0.00	\$0.00
Notes A - They recommend their FLE26HT3/2/841 (25195) Compact Fluorescent. This is a "Daylight" bulb with a color temperature of 4100K. This produces the best reading light. - 8000 hours rated life. This is a 26 watt bulb that wil replace a 100 watt incandescent		
B - Discovered that, due to there color difference, Daylight and Soft White don't mix well - Use Soft White		
REPAIRED ----- 11/14/2011 --- Holland Electric replaced all burned out bulbs and fixed two of the fixtures that had bad sockets		
17. Lighting - After dark, went entering or exiting the Worship area from, or to, the education hallway, there are no lights until you arrive inside of the hallway or at the Sacristy doorway. This means that one has to negotiate the Worship area in the dark.	\$0.00	\$200.00
Notes A - Option 1 --- The two switches on the Sacristy wall that control the cove lighting around the Worship area will be changed to three-way switches. --- Two three-way light switches will be added on the wall on the Worship area side of the education hallway door. ---- Thus, one will have light when they negotiate the Worship area in the dark.		
B - Option 2 --- A photocell controlled light fixture could be installed on the rear wall on the Worship area. This would be somewhere between 40 to 100 watts and switched via a circuit breaker in the Sacristy electric panel. This should provide enough light to negotiate the Worship area when all other lights are out. It would be left in the on position unless some function in the Worship area required		

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| 18. | Lighting - Fluorescent ceiling light fixture located in the classroom adjacent to the SE corner of the Social Hall | \$0.00 | \$50.00 |
| | Notes A - The ballast appears to be bad. The bulbs have been replaced, but will not light.
REPAIRED --- 11/14/2011 ---- Holland Electric --- The light fixture appears to be working OK now | | |
| 19. | Lighting - Main ceiling light fixtures in the worship area. - Bulbs burned out. | | \$424.06 |
| | Notes A - In order to replace burned out bulbs in the top portion of the fixtures Bob Morman has had to stand on the top rung of the 10-foot step ladder. Because of his age and unsteadiness issues he has stopped doing this. - Thus, most of the bulbs in the top of the fixtures are burned out.

B - Irregardless of who wants to do this we should not have a situation were someone is required to stand on the top rung of a tall step ladder in order to preform a task. --- Possibly consider Werner 12' Aluminum Step Ladder w/platform #P412 - \$424.06
REPAIRED ---- 11/14/2011 ---- All bulbs replaced by Holland Electric | | |
| 20. | Lighting - One of the socket assemblies in the hanging light fixture over the music area is bad and needs replaced. | | |
| | Notes A - I have contacted Holland Electric and will have them check out the fixture.
REPAIRED ---- 11/14/2011 ---- Holland Electric | | |
| 21. | Lighting - Replace motion activated light fixture at end of canopy | \$100.00 | \$200.00 |
| | Notes A - The bulb has been replaced and the light still does not work.
B - I have Holland Electric and will have them look at this.
REPAIRED --- 11/14/2011 --- Holland Electric | | |
| 22. | Lighting - The can lights over the window area of the Narthex are burned out. | \$100.00 | \$200.00 |
| | Notes A - Upon examination it was found that on one of the lamps the bulb socket has been broken and the bulb was wired in by splicing wires and taping them to the bulb terminals. -- The two lenses for this fixture are also missing.
B - Repair kits are available to fix these fixtures. -- However one fixture may have to be replaced.
REPAIRED ---- 11/14/2011 ---- Holland Electric | | |
| 23. | Painting - The edges of the Social Hall roof need painted. | \$400.00 | \$1,000.00 |
| | Notes | | |

24. Painting - The exterior frames of the Rectory windows need painted.
Notes
25. Painting - The paint in some areas of the Rectory's exterior appears to be fading and getting thin. \$2,000.00 \$5,000.00
Notes A --- Consideration should be given to repainting the Rectory exterior in the next few years.
26. Sound System - The amplifier and mixer for the sounds system in the worship area may need \$1,000.00 \$4,000.00
Notes A - There have been intermittent interruptions in the sound system during services. A technician has looked at the system and has recommend that the mixer and the amplifier be replaced.
B - Peggy is following up on this.
27. Sound System - The on-off button on the amplifier used to power the Social Hall sound system needs \$0.00 \$0.00
repaired.
Notes A - The button has come loose from the front control panel and has been pushed back into the chassis. This requires that one stick a small object into the hole to turn the amplifier of and on.
B - There is another amplifier on the sound cart in the Social Hall. I have looked at it with the thought of switching them, but, the terminals are different and I am unable to figure out how to make the switch.
C - Peggy will have the sound techician that is evaluating the other sound system see if he can repair it.
28. Trees and Shrubs --- Several small trees need to be removed \$0.00 \$0.00
Notes A - The tree that is growing close to the south side of the Rectory's garage should be removed. - The evergreen growing along the education wing wall near the HVAC compressors should be removed. - Several small trees and shrubs on the Rectory grounds need
B - Greg Johnson and his son Gerg Jr. will be doing this sometime between now and next spring.
29. Windows - All 8 windows in the worship area need the exterior caulking replaced. \$1,000.00 \$1,500.00
Notes A --- The caulking is old and has pulled away from the brick façade allowing water to get in and damage the wood frames of the windows. Caulking should be removed and a good grade of silicone caulking used to re-caulk the windows. --- Doing this now, may extend the life of the windows and prevent moisture from damaging drywall areas adjacent to the windows.
B --- Mark Builders has given use a rough estimate of \$1000 to \$1500.00 to re-caulk the 8 windows.
C --- When the windows were installed the windows joining clips were left off. These keep moisture from infiltrating between the windows. ---- The missing window joining strips could also be ordered and installed by Mark Builders.

30. Windows - Gaps under the bottom panels of the four windows in the music corner \$30.00 \$100.00
Notes A --- Because of the settling of the music corner, gaps have formed under the bottom panels of the four corner windows
B --- These gaps may be allowing insects, mice, and moisture to get into the building.
C --- Consider using foam sealant.
31. Windows --- The 6 tall windows in the Worship area may need replaced \$20,500.00
Notes A - Mark Builders had a representative from "Hurd" (the MFG of the windows in the new section of the church) look at the windows. He stated that the 6 tall windows appeared to be water damaged and should be replaced.
B - Mark Builders quoted \$20,500.00 to do replace the 6 windows and re-caulk the other two.