

April 9, 2020

As you know we are sheltering in place and no meetings are taking place at church. I wanted to touch base with you and let you know about a few properties related things.

I have been in contact with Ken Brost to discuss ongoing upkeep and checking on our church facilities during the shutdown. Ken has been making regular visits to the church and has met with contractors when necessary to perform already arranged or other necessary maintenance issues.

The quarterly sprinkler alarm inspection has been completed, and it passed.  
The new flooring has been installed in the 4K room during the shutdown.

Routine A/C maintenance has been done. Two units, child life ministries and one of the units in the family life center, may need some work done. Ken is waiting to get an estimate.

The parking lot work for the front and the side leading to the rear parking lot was estimated at \$52,000. Some concern about some soft spots under the pavement (base layer) were observed and the contractor was asked to take a second look and give his opinion. After a thorough investigation the contractor indicated that worst case it will cost an additional \$7,000 to fix all the soft base areas. They will not know how much will need to be fixed until the current pavement is stripped away. This work cannot be completed until the soft ground firms back up from all the winter moisture/freeze thaw.

We have a contract that runs through June with ABC Pest Control. There have been several changes in the personnel responsible for performing this service by ABC. This is a monthly service and recently Ken has had to call them because of 2 months that there have been no show/no calls by ABC. I asked Ken to reach out one more time to try to come to an understanding with ABC and get our already paid for services completed, through the end of June. As a result Ken and I would like to ask for any suggestions for a pest control service you may have experience with. No decision has been made at this time on discontinuing our long relationship with ABC, but we want to explore our options and do cost comparisons.

I hope you are all doing well and I look forward to when we can all meet together again. If you have any suggestions or questions feel free to contact me. Please reply to all for the purposes of this email.  
Stay safe and healthy!

Scott Potts