

Facilities Committee Meeting

01/07/2025 (4:30 – 5:30 p.m.) at Madison Campus

Objective: develop short-term and long-term facility plans that help staff and volunteers responsibly manage the GSLC building and grounds to welcome and retain members, while providing comfortable spaces that meet our ministry needs. We communicate the facility needs of the church to the congregation and the board.

Members Present: Rick Blum (staff), Rick Thomas (staff), Josh Enslin (Board Representative), Jennifer Fagan (vice-chair), Polly Carter, David Zahn (chair), Paul Hutson, Dave Vogt, Matt Wentzel, Vern Andren, Chris Ehlers, Steve Frei.

Opening Prayer/Devotion Josh Enslin

1. **Mechanical Survey Results** - Steve Frei

Steve Frei presented the results of a detailed mechanical survey (study) of equipment at both Good Shepherd campuses. The study, conducted by Hooper Corporation, assumed replacement of equipment at the end of its useful life. This effort also organized construction plans and related documents. The scope of the study included mechanical and electrical systems, parking lots, and roofs. In general, most mechanical equipment has a 20-year life. The Verona campus is 21 years old, meaning most equipment is nearing the end of its useful life and theoretically it would need to be replaced within the next 5 years.

The study determined the age of equipment and the most likely year in which equipment would need to be replaced. Two replacement cost scenarios were then run, a Worst-Case scenario and a more Optimistic/Realistic scenario. The Worst case seemed to be excessive given the amount and quality of maintenance that we have provided over the years. Also, the age of the Verona campus created a large bubble of costs that hit in the near-term under the Worst-Case scenario. The team decided it was more realistic to spread these near-term costs over a 5-year period, resulting in the more Optimistic/Realistic scenario.

In total, there are 67 components at the Madison campus and 22 at the Verona campus that are affected. The financial question is not if a replacement cost (or repair) will occur but when it will occur. The team recommended a budgeting approach of \$250,000 per year over the next four years (to cover needed replacements as they arise) plus an ongoing amount of \$125,000 per year budgeted for the following 16 years to cover additional longer-term needs. This approach provides Good Shepherd with an approach that is proactive and makes funding available for equipment that needs to be replaced before it breaks down, based on age, priority and other factors.

Related, Bassett Mechanical approached Good Shepherd recently about purchasing via fixed annual cost a combined preventative maintenance program and replacement of worn-out equipment program for all our mechanical equipment. A cursory review revealed savings of about 50% over the costs assumed in Hooper's study. The Bassett proposal is being studied further. For HVAC equipment, we've also asked Hooper to price out an insurance

approach and a Rebuild/repair approach more generally. R22 refrigerant is phasing out this year, so we will need to replace our A/C equipment.

The group also discussed the parking lot repairs recommended in the study but did not reach a resolution. One thought is to ask the congregation to fund needed repairs, but it was decided this funding request should be deferred until the fall of 2025.

The Madison chapel design is 99% complete, and the pricing is nearly complete. Funding for this will come from the Good Shepherd Foundation.

2. Update on job interviews – Rick

As of the meeting, a facilities manager had still not been hired. Two candidates from last October had turned down our offers, and a third candidate had shoulder surgery. Rick will call him back and assess the situation. The job listing may need to be reopened. It was noted that the job requirements have changed since work being outsourced, since our facilities are generally in good shape.

3. Update on mortgage – Rick

The mortgage is paid off. Hallelujah!

4. Update on fall cleanup - Rick

There was little interest by the congregation in helping with a fall cleanup. Instead, we outsourced most of the leaf removal and mowing to Alts (contractor) at a cost \$500-700. Spring cleanup is not needed.

5. Discussion about involving SMEs (Subject Matter Experts) - Rick

To date, we haven't recruited SMEs to be on committee. Engineering, HVAC, plumbing, electrical, and lighting expertise would be useful. The committee decided we should invite them to be on committee or attend specific meetings. Rick will get a notice out in Messenger.

6. Miscellaneous – It was noted that a Comfort Room for breastfeeding at Central would be nice to have.

7. Next Prayer/Devotion – Matt Wentzel

8. Schedule the Next Meeting - April 8 in Verona.

Submitted by Jennifer Fagan, Vice Chair