

Property Oversight Committee - November 18, 2013

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1. The rewiring of the ballasts and replacement of fixtures is just about completed at the Downtown site. There is a rebate for the work with the ballasts from WE Energies.
2. The issue with the expensive/high We Energies bills for the North site needs to be addressed. One small remedy will be the replacement of the timer for the portico/lower entrance lights. We may also be able to reduce the length of time and number of lights that lit in the portico.
3. The budget for the utilities for both sites is on target; however there are some energy saving possibilities that need to be explored. Budget for utilities for 2013 is \$99,500 and as of 10/15/2013 we have spent \$83,700 which is an average of almost \$8400 per month.
4. This committee does not create a budget; however we have established a list of priorities for building improvement that should be completed in 2014. We will review and update this list at the next POS meeting.
 - a. Replace office windows Downtown. Replace by floor starting with the first floor in 2014. Depending on cost may be able to complete a portion of second floor in 2014 also.
 - b. Repair carport Downtown.
 - c. ADA door at the North Site.
 - d. Protective work on the stair railings Downtown.
 - e. Door security Downtown.
 - f. Computer control of thermostats at the North site – may be able to complete that work in 2013.
 - g. Other concerns – not in a particular order
 1. Stove and kitchen remodel downtown
 2. Tuck point the tower Downtown
 3. Repair and paint of windows Downtown – in particular the window above the alter. Some of this work will depend on which windows can be replaced in 2014.