



**ST. DAVID'S**  
EPISCOPAL CHURCH & SCHOOL



# **Property GM & Trustees Report**

**July 31, 2018**

St. David's Episcopal Church and School  
43600 Russell Branch Parkway  
Ashburn, Virginia, USA 20147  
[property@sdlife.org](mailto:property@sdlife.org)

## **Overall**

Hot and dry the beginning of the month and then Rain and more rain.....

Scheduled repairs and painting rusted areas of the church roof and exterior siding repairs to Mercer – Roofing and More - Vestry previously approved

Repairs (fill pot holes and cracks, restripe) to the parking lot – July 2nd ProPave – Vestry approved cost not to exceed \$14,000



Multiple alarm trouble calls received for the church and the office

A new alarm system is needed as the original fire security system is obsolete.

Johnson Controls – estimate – approximately \$21,000 (for all three buildings).

Battery changed in the red box in the church vesting room (life span 5+ years) and in the office which did not solve the issues

## **Buildings**

### **Church**

Getting proposals for the repair of the sonotubes, acoustical wall structures and painting of the Sanctuary.

New Roof leak from East Dormer window closest to the Sacristy. Waiting on a proposal to fix from Roofing and More

Tony Aiello of Ynot Systems, LLC and Erik Ventura visited to observe services on July 28-29 to analyze proposal to upgrade our system. Lawrence will be presenting the recommendations and request for funding from Capital Reserves during the August Vestry Meeting for Discussion and Decision.

Met with Buz and Ken to discuss options for treating the pews, based on wood working background that Buz has from his personal experience. Buz did some testing of different treatments and made a recommendation to the GM & Sr. Trustee on an approach to treat the pews. Scheduling date TBD.

7/6 Cleaned Up Vesting Room, and replaced Burnt Out Fluorescent bulbs in the Church Narthex area rooms

### **Mercer Hall (School)**

Replaced the toilet seat in the Pre-School Art room.

#### Summer projects

1. complete interior painting - cost not to exceed \$10,000 - 5 Star Painting did the interior of the school and the Ark room in the church building – contract signed for \$8,735 – done 7/27
2. deck needs repairs and painting \*
3. Grading and seeding between entrance and JOY pavilion – filled in with River rock stone
4. Reseal playground fence – David Sheatsley has volunteered to seal the fence; however, the fence company said the cedar fence should not need to be sealed.

\*Liz will see about proposals/estimates and/or volunteer labor

AMS called as AC was not working – corroded pipe and all R22 had escaped. The unit was replaced with a new dual fuel system \$6,825. The unit has the new Freon, so the first of all of our HVAC units, that need to be replaced is complete. It was more cost effective to replace it; rather than fix old compressor.



### **Boslaugh Hall (Church Office)**

AMS called as the AC was not working 6/26. Parts were replaced \$1,400.

### **Property Management**

Trailer - ETA late September or October (Interior colors selected by Staff)

Burnt out Parking Lot Lights have all been replaced the week after REACH

Carpets cleaned in Boslaugh and Adult Ed room

We have not heard back from Belmont Chase on parking offer after reaching out again a couple of weeks ago; however, this will not work anyway with the concert series, Master Singers of Virginia and the Loudoun Symphony now all wanting to hold their concerts and rehearsals at St. David's. We have "parked" the discussion until further notice.

Did a 50-mile round trip to dispose of HAZMAT (25 Fluorescent bulbs and old paint) to the Loudoun County Household drop off in Lovettsville on 7/7

<https://www.loudoun.gov/index.aspx?NID=344>

Next Opportunity is scheduled for September 22, 2018 in Hamilton, VA



Maureen has requested placement of an outdoor “petite pantry” on the church grounds near the entrance to serve those in need with non-perishable food items. Provided feedback and support to her and Tim Vorce on their project.

M & M Outdoor Services removed 30 dead/dying trees in the cemetery and trimmed trees in the 4 islands and trimmed along the street (at the recommendation of the police department). M&M given the contract \$21,000. Work took 5 days.





Examples of hollowed out trees dying from the inside



Soaked ground brought down tree between front of office and school. Used chainsaw to cut up downed Hickory tree and moved debris to rear parking lot. This tree came down after the M&M Tree Service work was done on campus.



Reached out to Chris Broadbent about getting a proposal to do the Electrical work for the Trailer. Response pending.

### **Church Cemetery and Columbarium's**

Quiet month

**Pending Actions:** Interment of David Olson in Columbarium niche sold to Kathy Olson; on hold for Family scheduling with Fr. Will

### **Tracking Open Items:**

- ~~Contract/proposal from Regency (shopping center to our South) concerning rental of 20-40 weekend evenings of church parking spaces for their restaurant patrons. Now waiting for their response to us.~~
- Gas spot light on Bell Tower - unit needs repair - bulbs OK. The problem is a broken power box that allowed water into the wiring and shorted the unit. The box will have to be replaced and rewired, as time permits.
- Office - back door latch still sticking occasionally
- Sacristy – repair of Piscina. (Blessed wine disposal drains into ground)
- Re-stain or replace back decks of Boslaugh
- Water damaged dry wall bulkhead near sound booth needs repair
- Gathering estimates for siding and deck repair at preschool
- New signs – new sign for PreSchool + Episcopal Church sign placement (Marketing) – Thanks to Buz for taking Lead with School.
- Installation of second Red & White Episcopal Church Welcome sign
- HVAC – replacement across campus - 2020
- Church windows cleaning – removal of South plexiglass and replaced with acoustical shades
- Church Beautification - Several pews need to be refinished due to water stains
- Victoria Heard's request for a cemetery plot – property will look into having the cemetery surveyed for the possibility of selling more grave sites. She wants to be cremated and an in-Ground Burial of her ashes

For the GM & Trustees,

Liz Mesecher, Allan Steed, Marilyn Tracy, Jeff Rubin, Lawrence Panetta, Chris Smith