St. Joseph Church  
Finance Council Meeting Minutes  
September 5, 2018

Present: Fr. Jorge Roman (President ex Officio), Tom Altenbach (Chairman), Maribel Castillo (Member), Olga Avila (Member), Kathy Cage (Parish Hall Project Manager)

Absent: Joe Price (Vice-Chairman), Ralph Obenberger (Member), Helen Shepherd (Business Administrator)

Quorum
The meeting was called to order at 5:06 PM. A quorum was present.

Status of the Parking Lot Construction

The purpose of this special meeting was for Kathy Cage to brief the Finance Council on the problems with the construction of the church parking lot. Since completion of the parking lot in June and payment to the General Contractor for that work, numerous problems have arisen with the paving that now deem the work to be unacceptable. These problems include widespread voids in the surface, sections with inconsistent grading, handicapped spots that are not level as required by code, and a general thickness of the asphalt that measures only 2.25 inches instead of the required 3 inches. The inadequate inspection performed by the engineer hired by the Parish to verify the proper completion of this work contributed to this problem. This inspection cost $3,000, and we expect to recoup this amount.

Several core samples of the pavement have been taken, and the results of their analysis at an independent laboratory are not yet available. Should the results show that compaction of the substrate is insufficient, the entire pavement will have to be removed and redone. If the compaction is adequate, then the identified problems can be corrected by properly installing a new asphalt layer over the existing asphalt following new specifications. This could produce an acceptable parking lot with an expected lifetime of 20 years, assuming proper maintenance. The subcontract for the paving costed about $135,000.

Thus far, the General Contractor has verbally taken responsibility to make things right with the parking lot. A no-cost change order to the contract will be needed once the exact needs are determined. In addition, the Parish has retained a lawyer
at the advice of the Diocese, to assist in the preparation of the change order and any accompanying documentation that will be needed for the Parish to recoup the many additional expenses encountered because of the parking lot problems. These include additional time charged by the Project Manager and Architect, legal fees, new inspection fees, expenses for changes to the site plan, and others. It is expected that the General Contractor will also be responsible for these ancillary expenses, but that remains to be settled.

Closing

There were no items to be voted upon. This meeting concluded at 5:36 PM.

Submitted by Tom Altenbach, Chairman