

AD HOC BUILDING & GROUNDS COMMITTEE

October 5, 2009

The Ad Hoc Building & Grounds Committee convened and was called to order by Chairperson-Kelly Finkenbinder.

A. Roll Call

Present at roll call were: Members Kelly Finkenbinder, Chuck Shuringa, Paul Hannes and Mark Coplien. Tere Dunlap was also present.

B. Correction of the Minutes

No corrections to the minutes.

C. Business

1. Review maintenance plans for city departments and discuss incorporation into budgets

Kelly Finkenbinder presented departmental maintenance plans to the members. Discussion took place regarding areas at certain departments that were already a concern for some members. Additionally, it was stated that the departments are already budgeting for maintenance items within their departments.

It was suggested that members take their maintenance plans and individually inspect the exterior of the buildings to look for items that need immediate attention. At the next meeting those items can be discussed and brought to the attention of the department heads. Kelly Finkenbinder will provide a list of all buildings insured by the City for members to use as additional reference.

E. Business presented by members

None

F. Adjournment

Paul Hannes made a motion to adjourn which Chuck Shuringa seconded

Motion passed.

kf