

Good News Church, Sioux Falls
Building/Property Maintenance Needs List - Effective 07-03-2019

Date Reported	Reported By	Maintenance Need	Resolution	Resolution Date
7/3/19	Allie De Jong	URGENT S Wing Women's Restroom - Lights need to be replaced		
7/3/19	Justine Zylstra	URGENT Office Area Men's Restroom - AGAIN, trap door/wall repair needed next to the far toilets. We are trying figure out who is doing this. :(Three "suspects" have been banned from using that restroom.		
7/3/19	Mary Morgan	URGENT - Furnace Filters Changed (pls date them) (See Monthly Mtn List) Including the one on the wall int he worship center.		
7/3/19	Allie De Jong & Peggy Almond	URGENT - E Wing ML W restroom - sink doesn't drain.		
7/3/19	Mary Morgan	URGENT - Carpets cleaned in S Wing (Brandon, unless you've done them recently and haven't updated the calendar.)		
7/3/19	Mary Morgan	URGENT - Exterior Trees; suckers growing from bases of trees need to be removed		
7/3/19	Mary Morgan	URGENT - Exterior ALL landscaping needs weeds / volunteer trees pulled.		
7/3/19	Mary Morgan	Fellowship Hall and Classrooms - children's chair legs need to be checked for missing feet (we have a box of extra feet in mtn room--may need to order more).		
7/3/19	Mary Morgan	URGENT - Fellowship Hall carpet needs to be cleaned -- especially by the hard surface		
7/3/19	Mary Morgan	URGENT - Gas cans are empty for mowers. Scott or Brandon, will one of you take on this task to check the gas supply weekly to make sure there's gas when people come to mow?		
7/3/19	Mary Morgan	URGENT - Exterior - Sprinkler systems for N and W lawns need to be turned on so the grass can handle VBS.		
7/3/19	Mary Morgan	Shed West Side of Church - floor needs to be patched by the door.		
6/19/19	Mary Morgan	URGENT - Exterior Bushes - all large bushes around the building need to be trimmed. (When trimming, keep in mind they are all intended to hide air conditioning units.)		
6/18/19	Mary Morgan	Exterior Electronic Sign - Need to clean and paint the posts so they look nice until it is decided what is happening with the Kortan memorial stone.		
6/18/19	Mary Morgan	URGENT Exterior bushes near office entrance - white mildew is forming; need to spray (see routine maintenance list for name of spray)		
6/18/19	Mary Morgan	URGENT Exterior Fence Line - please trim grass out of fence, and then spray a thin line of round up so it doesn't grow back.		
6/17/19	Mary Morgan	S Wing - East Hallway carpet (middle of hallway) carpet is starting to come apart at a seam. Please clip and reglue (equipment is in white drawer tote in janitorial closet near playground door).		
6/14/19	Mary Morgan	Fellowship Hall - Light cover broken; needs to be replaced		

6/10/19	Tammy Westergaard	Room 9b - the hook holding the upper split door is coming away from the wall. The emergency backpack is behind the door which is making the hook have to pull harder. Could we move the backpack to the right of the door above the lightswitch?		
6/6/19	Mary Morgan	E Wing Church Entry - Cafe table and chair bases need rust removed and repainted navy blue.		
5/18/19	Mary Morgan	E Wing LL - Paint needs to be touched up after carpet laid.		
5/18/19	Mary Morgan	Exterior - does the volley ball court need work -- ground evened out and grass planted? or are we fine with it?		
5/3/19	Tammy Westergaard	Shed on West side of church - handle is very loose, need to be able to also lock it	Purchased lock box, will install and repair latch soon-Brandon Bauman	
3/5/19	Mary Morgan	S Wing Restrooms - liquified glue seeps up between the vinyl planks. Not sure if underneath it got wet from leaking toilet and has just never dried or if there is something that continues to leak.		
11/01/2018	Sue Schuldt	E Wing M12 - southeast corner is a chair that needs cleaning; it has yellow and purple paint/marker type spots	Allie DeJong is cleaning chairs	
09/24/2018	Mary Morgan	Exterior - storm drain by volleyball court. Large rocks need to be installed between drain and parking lot to prevent erosion.		
03/28/2018	Mary Morgan	Restrooms w/Tile: clean grout		
03/28/2018	Mary Morgan	26th St Blvd - mostly just weeds/crab grass - can we plant grass?		
11/07/2017	Mary Morgan	URGENT - Garage - needs rotted siding and re-painting.		
09/13/2017	Mary Morgan	E Wing M10 - Emergency backpack hung in wrong place. Talk to Mary about where to rehang it.		
09/13/2017	Mary Morgan	Office Area Women's Restroom - handicapped stall hook on back of door needs to be replaced.		
05/12/2017	Mary Morgan	URGENT - E Wing exterior steps need to be re-stained.		
5/25/2016	Kayla Schnider	Church Office - While moving in and re-arranging furniture, much damage to paint occurred. The damage was touched up with the wrong paint color/finish. Need to repaint sections of the walls where damage/touch-ups occurred.		
11/19/2014	Church Mutual Insurance Co.	Inventory Building Contents		
6/12/2015	Nate Kruse	Kitchen - Rotten wood in kitchen by dishwasher. It looks to be moldy.	Mark Uhrich looked at this-discoloration created by steam from the dishwasher there is also damage to the countertop. without removing dishwasher there is little we can do to prevent further damage	
1/28/19	Mary Morgan	S Wing Women's Restroom - Fan not running (should run when light is turned on).	Fixed by Jason Kuiken w/Choice Construction & Electric	6/25/19

4/11/19	Mary Morgan	Shed on West side of Church - (Talk to me before you do this) The PVC Sign holders didn't get put away correctly last time they were used. They need to go on the shelf above but need to be kept together.	Talked with Tammy, This is no longer needed to be moved until after VBS. SS-6/24/19	6/24/19
5/18/19	Mary Morgan	Exterior - Retention pond drain on Parliment Ave needs to be cleaned out.	Done by someone	7/3/19
6/10/2019	Tammy Westergaard	Room 4 - has lights burned out	Replaced bulbs-BB	6/20/19
6/13/19	Tammy Westergaard	LL Women's Bathroom - the lock botton for the door stays in at all times, it doesn't pop out when you pull on door handle	Repaired door handle-BB	6/20/19
6/17/19	Mary Morgan	URGENT! Office Area Men's Restroom - trap door/wall repair needed next to the far toilets.	Replaced Sheetrock and repaired wall. -BB	6/20/19
6/18/19	Megan Van Voorst	3 Lightbulbs burnt out in room 7. Might be good to check lightbulbs all around the children's center and change the nearly burnt out ones.	Replaced burnt out bulbs in the childrens center. Will replace remaining dim bulbs once we transition to LED bulbs. BB	6/18/19
6/21/19	Stephanie Garza	URGENT - S Wing Men's Restroom - toilet seat broken	Replaced Seat with new. - SS	6/24/19