

Good News Church, Sioux Falls
Building/Property Maintenance Needs List - Effective 01/11/2018

Date Reported	Reported By	Maintenance Need	Resolution	Resolution Date
01/09/2019	Casi Smith	Fellowship Hall - Room divider curtain has a screw loose making it so that it won't open.		
0/09/2019	Justine Zylstra	URGENT Office Area Women's Restroom - handicapped stall toilet runs. You can put the flapper back on but it just comes off again causing the toilet to run.		
01/09/2019	Justine Zylstra	URGENT Office Area Men's Restroom - Handicapped stall, doesn't flush.		
01/03/2019	Tammy Westergaard	Rm C - Water seeping in around N wall, carpet needs to be cleaned.		
01/03/2019	Mary Morgan	E Wing L10 - water seeping in by fireplace, carpet needs to be cleaned.		
01/03/2019	Sue Schuldt	E Wing Lower Level - Need a snow scoop and a pail of ice melt		
12/26/2018	Mary Morgan	S Wing Rm 2 - wall around thermostat is unfinished--needs to be sanded, textured, and repainted.	Matt Moen sanded, textured, and repainted the area around the thermostat	1/1/19
12/26/2018	Mary Morgan	E Wing LL - Acoustical Panels need to be re-mounted and secured to the walls in L11/12.		
12/23/2018	Molly Moline	URGENT Office Area Women's Restroom - handicapped stall toilet runs.	Matt Moen replaced flapper in the toilet	12/28/18
12/23/2018	Molly Moline	URGENT Office Area Men's Restroom - Handicapped stall, doesn't flush.	Matt Moen checked all toilets on east wing and all flush fine	12/28/18
12/13/2018	Mary Morgan	Room 9b - Room needs air movement -- install fan mounted to wall near ceiling.	Matt has an option for a ceiling mounted fan. Mary will talk to Tammy.	
12/13/2018	Sue Schuldt	Office Area Entrance - Install security mirror so she can see who comes in the door.		
11/30/2018	Sue Schuldt	E Wing Office - Desk across from the copier collapses/falls to the right if boxes of paper aren't set up against it.		
11/20/2018	Matt Moen	S Wing Boys Restroom - all faucets need to be replaced.		
11/2018	Mary Morgan	S Wing Women's Restroom - fan is not functioning--should be on when light is on.	Choice Construction checked and said fan is running correctly--it's just loud.	01/06/2019
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		
10/26/2018 & 12/11/2018	Tammy Westergaard	Room 8 - door knob (to hallway) is really loose; Matt Moen looked at and tried to take the door handle off and could not	Replaced by Bret Wynja.	12/21/18
10/25/2018	Kayla Schnider	Lower Level Women's Restroom - Ceiling has two strange brown spots, not sure what's happening--probably should check into it.		

10/25/2018	Mary Morgan	Worship Center - one of the stage outlets doesn't work/hold the plug. Custodians need it in order to efficiently reach all areas of the worshp center.	Will ask Jason Kuiken to repair when he is here doing the T8 LEDs	
10/18/2018	Sue Schuldt	Library Area - One of the light fixtures in library area (the NW one) doesn't come on right away	Will ask Jason Kuiken to repair when he is here doing the T8 LEDs	
10/08/2018	Mary Morgan	Rms 9a & b - need paint touch-ups or completely repainted.		
09/24/2018	Mary Morgan	S Wing Rm 7 - Emergency backpack not hung.	Matt Moen hung emergency backpack	1/1/19
09/24/2018	Mary Morgan	Exterior - storm drain by volleyball court. We scrapped off the grass because it was stopping the runoff from getting to the drain. However, now I am worried about erosion. There is an erosion netting installed but it is starting to come up. Thoughts on this?		
0/24/2018	Mary Morgan	Exterior - Rain gutters around building need to be cleaned out and reshaped (some are smashed).		
07/31/2018	Mary Morgan	Exterior - Wooden bench by mailbox can be removed--will not be replaced.		
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?		
12/13/2017	Mary Morgan	Office Area Carpet - Needs to be cleaned and stains worked on.	Matt Moen cleaned carpet	12/21/2018
11/20/2017	Lars w/Sprinkler Inspection Company - 605.359.2707	North Lawn - Sprinkler inspector said there's a valve in the middle of the yard that needs a padlock. He said that we should buy an "all weather padlock." He also said the key(s) for the lock, should go in the "head box" downstairs.		
11/07/2017	Mary Morgan	Garage - East side needs paint.		
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.	In process.	
05/12/2017	Mary Morgan	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.	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 MU	