

Item	TASK	% Comp	Team Leader	Comments	Priority	Due Date	Status
204	HVAC - Replace Insulation on Compressor Units	10	Carl Christianson	Lyle/Dave assisting: order and replace the insulation that surrounds the Freon lines. It is currently falling off which makes the units less efficient	3-Low		Active
220	HVAC - Hail Guard for Roof Top Units	50	Carl Christianson	Dave assisting-Need to fabricate the next set of guards and install	3-Low		Active
231	Kitchen Serving Line Carpet missing	0	Dave Stamberger	When metal shelf was removed, it left a cut-out that needs to be filled. Dave has the parts.	3-Low		Active
276	HVAC - Men's Bathroom by Nursery too Hot	0	Lyle Ziemann	Call Lyle and get him involved, maybe just needs a vent adjusted --Not noticeable now, keep an eye on this, may only show up during heating season	3-Low		On-Hold
309	Parking Lot -Seal and restripe, fix cracks	0	Steve Paul	Parking lot is in need of crack maintenance. Talk to Ken and see how far he got and who is contracted (if anyone).	2-Normal		Active
318	Check roof warrantee (Bulge)	0	Julie Deay	Carl noticed a bulge in the roof, need to have someone investigate before it leaks.	1-High		Active
327	Shelves in Music Room	0	Dave Johnson	Jamie needs shelves built / designed. Dave is working on making this a Scout project - Status has changed	2-Normal		Active
331	Plumbing - Replace Urinal wax seals	50	Carl Christianson	Some of the urinals are leaking and staining the flooring. Some of the urinals have been repaired but the rest still need the maintenance.	2-Normal		Active
332	Documentation - Maintain water level in machine batteries.	0	Steve Paul	There needs to be instructions available for filling and charging batteries for floor sweepers and the lift. The batteries get overcharged and dry leading to premature replacement.	2-Normal		Active
341	Fire System - Map out extinguishers	80	Dave Johnson	Dave has drawn up plans and is using them to document the placement of the fire extinguishers	2-Normal		Active
342	Utilities - Map placement of valves and main pipes.	10	Dave Johnson	Dave has drawn plans and is using them to map out the placement of shutoff valves and major pipes.	2-Normal		Active
363	#9-Build retaining wall north side of driveway, bank eroding	10	Jeff Van Buren	Concrete Blocks - Not a high priority, after renters move in is fine. Jeff to start work. Will notify renter.	3-Low		Active
394	Mirrored Robe Closet in Music Room	0	Dave Johnson	Jamie has mirrored doors for a Robe Closet	2-Normal		Active
404	Walk Way to lower parking lot	80	Jeff Van Buren	Jeff is contacting original bidders and asking to rebid with handrail. Bid was accepted. Steve C has signed the proposal. Jeff is notifying the contractor. Sidewalk is in, now waiting for handrail..there was a delay on payment so handrail is delayed.	(2) Normal		Active
406	Upper Property Cross Light out	90	Steve Paul	Power not getting to one of the lights, other 2 working. Found Timer bad, bypassed timer for now, need timer trippers	(2) Normal	5/14/2010	Active
408	Zero Level Door Pin not engaging	1	Dave Johnson	The pin that goes into the cement floor is not functioning correctly on the door that goes directly outside from the storage room to the outside, the stationary side.	(2) Normal		Active
409	Fire shutter needs to be checked.	1	Dave Johnson	The large shutter does not seem to work correctly. Need to document how to set it up so when the alarm system activates it drops correctly	(2) Normal		Active
412	South Door will not lock	1	Carl Christianson	Needs to be tested, this may not be a problem but Carl will ask Tom S and see what the details are before closing	(2) Normal		Active
422	Mulch outside the narthex	0	Carl Christianson	Weeds are coming up, we will put down some mulch to contain the weeds.	1-High	5/22/2010	Active
423	#9-Undersink cabinet bottom	0	Steve Paul	Water has leaked over the years under the sink, this has deteriorated the floor of the cabinet. Replace the floor or put a barrier down or both.	1-High	5/20/2010	Active