

CELC Building & Grounds Council Report - 6/14/26

Service Category	Facility	Reported Deficiency	Recommendation / Resolution	Open/Closed	Date Resolved
Carpeting	CELC A&B	Replace carpet in Bldg A and Bldg B sanctuaries. (Including Bldg B Sound Booth)	Carpet replacement in each building is probably best coordinated with painting of the sanctuary in each building in order to best align with the chosen paint colors.	OPEN	
Ceiling Tiles	CELC-A	Two stained ceiling tiles on west side of Fellowship Hall. Be aware of insulation sitting directly on the tiles.	Seek assistance from Facilities Maintenance Support	OPEN	
Electrical	CELC-A	Wall outlet in Pastor's office is not working	Investigate and repair as necessary	OPEN	
Exterior Doors	CELC-A	Door stopper on Bldg A sanctuary north door is broken and non-functional	Replace door stopper with new 5" kick-stop (old one was 4"). Also install 5" kick-stop on south side door	OPEN	
Exterior Doors	CELC-A	Floor mounted door stops on main doors into Bldg A sanctuary are no longer functional.	Replace worn out/broken door stops.	OPEN	
Exterior Doors	CELC-B	Weather stripping on some of Bldg-B exterior doors is beyond it's best-before date.	Investigate and replace as necessary	OPEN	
Housekeeping	CELC-B	Re-install the sink cabinet base in Bldg B Ladies Room	Establish if Bldg B Ladies Room sink cabinet base is suitable for reuse (currently being stored in the utility	OPEN	
Housekeeping	CELC-B	Three tables located in the Bldg B chair storage room, require repairs.	Mounting bolts connecting the frame & legs to the plastic table, have stripped out of the plastic. Drill	OPEN	
Kitchen	CELC-B	Missing wheel on kitchen garbage container.	Repair or replace as necessary.	OPEN	
Landscaping	CELC-Grounds	Add landscaping rock to areas where the current rock layer is getting thin.	Perform site survey with RV Landscaping and request a quotation accordingly.	OPEN	
Landscaping	CELC-Grounds	Recommended by RV Landscaping, that the Bldg B irrigation controller should be changed out shortly. It is still functioning but apparently there are concerns with reliability.	Recommend to replace the Bldg B irrigation controller with an Irritrol RD600-EXT-R Rain Dial 6 Station	OPEN	
Landscaping	CELC-Grounds	There appears to be a water leak at Bldg-B irrigation valve boxes located on the east side of the sanctuary.	Investigate and repair if possible. Otherwise, contact RV Landscape for assistance.	OPEN	
Landscaping	CELC-Grounds	Irrigation leak NE of Bldg-A office	Investigate and repair as necessary	OPEN	
Lighting	CELC-A	One fluorescent fixture in Bldg A Fellowship Hall has a non-functioning balast	Either replace the ballast or convert to LED. Ongoing....	OPEN	
Painting	CELC-Grounds	Handrails bordering each culvert bridging the drainage basin require painting.	Consider painting with a color matched Rustolium spray paint.	OPEN	
Playground	CELC-Grounds	Add more wood chips / cushioning material on the ground around the playground. What's there now is getting quite thin. Also, repair the "bulge" in the ramp going into the playground area.	May be a liability issue if someone falls. Playground is 24'x28'. For 3" thickness, 6 yards of	OPEN	
Playground	CELC-Grounds	The exit ramp out of the playground area has an offset which creates a potential trip hazard.	This problem may be resolved by the addition of new wood chips. Further evaluate after the chips are	OPEN	
Plumbing	CELC-B	Sink faucet cartridges in Bldg B Restrooms are at the age where they should be proactively considered for replacement.	Recommended to council on 4/19/26 that, given the age of the sink faucets and, given that we have	OPEN	
Plumbing	CELC-B	Given the time lag for hot water reaching faucets in Bldg B, it is unlikely that the hot water circulating pump is functioning.	Request a quote from Estrella Ranch Plumbing to replace the pump and recirculating valve. Discuss	OPEN	
Signage	CELC-Grounds	Provide "Authorized Church Parking Only" signs installed in the parking lot	About \$30 per sign, 13 signs are required; one per light pole along the north driveway area and two per	OPEN	
Signage	CELC-Grounds	Randy has offered to continue researching an electronic sign alternative for the Litchfield Rd sign.	2/15/26 Council - This is agreed as priority three. Commercial proposals have been requested.	OPEN	
Signage	CELC-Grounds	Provide "WELCOME" flags for installation at the Litchfield Road entrance. Discussed in spring of 2025.	Some concern was raised about flags at the Litchfield Rd entrance may cause confusion with the one set	OPEN	
Signage	CELC-Grounds	A badly faded No Parking sign on the south side of Bldg B should either be removed or replaced	Since parking in that location has apparently not been a problem, and since iHelp now use that location to	OPEN	

Storage	CELC-A	Organizations that rent shared facilities have expressed a general concern regarding on-site storage requirements. Coordination is required to better understand their needs and provision of storage	Investigation ongoing...	OPEN	
Water Treatment	CELC A&B	Investigate periodic water treatment system maintenance requirements.	Investigation ongoing...	OPEN	
Window Film	CELC A&B	Look into adding window filming on south side of Bldg A Fellowship Hall and on south and east side of Bldg B classrooms	Investigation ongoing...	OPEN	
Electrical	CELC-B	Outside outlet on east wall under canopy is not working.		CLOSED	2/23/2026
Electrical	CELC-B	Occupancy sensor which controls lighting in Bldg B Ladies Room intermittently creates a high pitched alert	Sensor elements were blown out with compressed air 3/17/26. Verified problem is not the attached power	CLOSED	4/8/2026
Electrical	CELC-Grounds	Replace the broken lock box on the electrical outlet outside of Bldg B classroom east outside door.		CLOSED	2/23/2026
Electrical	CELC-Grounds	Check for proper functionality of all outdoor electrical outlets	Checked all external outlets around Bldg-B for proper functionality. Replaced two (outside of Kitchen and	CLOSED	5/6/2026
Exterior Doors	CELC-A	Replace weather stripping on sanctuary south outside door		CLOSED	2/19/2026
Exterior Doors	CELC-B	Rob Hammerling fixed the weather stripping on bottom of outside kitchen door to prevent water coming under when it rains with west winds. Other outside doors require weather stripping		CLOSED	2/19/2026
Exterior Doors	CELC-B	The sanctuary main entry doors need adjusting. Closing speed is too fast on the north door. Latching speed is too slow on the south one.		CLOSED	2/23/2026
Exterior Doors	CELC-B	Main entry double doors on west side of Bldg B sanctuary tend to close too quickly, potentially posing a safety concern.	New door closer for the north side of the double doors, was installed 3/26/26. South side door is yet to	CLOSED	3/26/2026
Exterior Doors	CELC-B	Kick-down door stoppers on main entry double doors on west side of Bldg B sanctuary are worn and no longer reliable.	Door stops replaced	CLOSED	4/1/2026
Exterior Doors	CELC-B	Kick-down door stopper on Bldg B kitchen west door is no longer functional	Door stop replaced	CLOSED	4/3/2026
Exterior Doors	CELC-B	Bldg B south exterior door has never been fitted with a door stopper. Since this is the primary door used by iHelp, a door stopper would be advantageous.	Installed a new 4" heavy duty door stopper on Bldg-B south entry door.	CLOSED	4/25/2026
Exterior Doors	CELC-B	A new door closer is required to be installed on the south side of Bldg B Sanctuary west side double doors.	Installed a new door closer on Bldg-B sanctuary "south" double door. Both of the double doors now	CLOSED	5/7/2026
Faucet Aerators	CELC A&B	Clean faucet aerators and add to Periodic Maintenance Schedule. Soak in vinegar quarterly.	Discussed with Jonathan and added to the periodic maintenance schedule	CLOSED	4/1/2026
First Aid	CELC A&B	Check with Kathy Williams if B&G have any responsibility regarding defib maintenance	Routine AED maintenance includes battery change every 4 years and pad replacement every 2 years.	CLOSED	5/17/2026
First Aid	CELC-A	Relocate first aid kit in Bldg A kitchen to a more accessible location.	The first aid kit in Bldg-A Fellowship Hall Kitchen has been relocated from it's wall perch near the fridge	CLOSED	5/19/2026
First Aid	CELC-A	Install the AED sign in Bldg A Fellowship Hall.	The AED sign has been installed directly above the equipment in Bldg-A Fellowship hall and should be	CLOSED	5/27/2026
First Aid	CELC-B	Add AED Pictorial guide sheets to Building B AED like we did in Building A using pastic sleeves.	Pictorial Guide Sheets were installed inside Bldg-B AED box, identical to those inside Bldg-B AED box.	CLOSED	5/26/2026
Handyman	CELC-B	Install a new quilt hanger in Bldg B sanctuary	A quilt hanger board (donated by Faith Hanley) was installed by Dave Bruce on the north west wall of Bldg	CLOSED	4/21/2026
Housekeeping	CELC-B	HVAC return air duct gratings in Bldg B require cleaning		CLOSED	3/5/2026
Housekeeping	CELC-B	Garage Pantry may need some cleanup / organization. Coordinate with Fellowship and Worship.		CLOSED	3/10/2026
Housekeeping	CELC-B	Clean out the Building & Grounds toolbox area in the garage. Get rid of unused and inoperable equipment and supplies. (Including lawn mowers, pressure washer, BBQ, popcorn popper).		CLOSED	3/6/2026
Housekeeping	CELC-B	West side of Bldg B sanctuary, outside of building and sidewalk require cleaning	Pressure washed the outside west wall and sidewalk of Bldg B	CLOSED	4/3/2026
Housekeeping	CELC-B	Clean out of the chair/table storage room. Get rid of unused cabinets and racks. Figure out a strategy for dealing with Jonathan's church's sound board cart.	Bldg B chair storage room was thoroughly cleared out creating significant open space to properly manage	CLOSED	4/21/2026

Housekeeping	CELC-B	The freestanding wooden alter candle holders have become loose and somewhat unstable.	The wooden candle holders are designed with "slip-together" connections between the stem and the	CLOSED	5/5/2026
HVAC	CELC A&B	Get Honeywell Thermostat App from Jim E (pin 3385)		CLOSED	3/10/2026
HVAC	CELC-B	Bldg-B sanctuary HVAC systems have been making uncharacteristic sounds lately. Upon further investigation, HVAC B3 has stopped working.	Start/Run Capacitors have been replaced with new ones on Bldg-B Sanctuary B3, B4 & B5 HVACs.	CLOSED	5/19/2026
Interior Doors	CELC-A	Utility room door doesn't close properly. Door needs to be properly fitted.		CLOSED	2/19/2026
Interior Doors	CELC-A	Door from Fellowship Hall into the restroom cubby does not latch closed		CLOSED	3/6/2026
Interior Wall Repairs	CELC-A	Cracks on sanctuary ceiling and east wall interior		CLOSED	2/19/2026
Interior Wall Repairs	CELC-A	Electric wall outlet blank cover plate s being used to cover hole in wall between sanctuary and sound room. The plate is sitting askew. Find a more permanent fix.		CLOSED	2/19/2026
Landscaping	CELC-A	Follow up with Stevie Henderson and Kathie Townsend regarding pots for the landscaping in front of Bldg A	Kathy Townsend wishes to donate two large pots for use outside Bldg-A. One will be located to the north	CLOSED	5/8/2026
Landscaping	CELC-Grounds	Landscape water leak outside Bldg A east side.	Irrigation system was tested by Moses with RV Landscaping (witnessed by Jim Hill). Minor	CLOSED	4/16/2026
Landscaping	CELC-Grounds	Landscape water leak near playground, bordering on Thompsons Funeral Home	No evidence of an irrigation leak in this location for some time. Recommend to close this item and	CLOSED	5/20/2026
Lighting	CELC A&B	We have several burned out fluorescent light bulbs (& possibly ballast) in Bldg B kitchen and classroom area. We no longer have spare bulbs.		CLOSED	3/5/2026
Lighting	CELC A&B	Establish a strategy for converting from fluorescent to LED.	There are basically three alternatives for fluorescent to LED conversion: A) Plug & Play, B) Ballast	CLOSED	5/25/2026
Lighting	CELC-A	Burned out light in Bldg A sanctuary choir loft		CLOSED	2/19/2026
Lighting	CELC-A	Bldg A sanctuary alter area lighting appears to have a burnt out light bulb.		CLOSED	2/19/2026
Lighting	CELC-A	Outside lighting on Bldg A needs to be checked and fixed as appropriate. Some fixtures are reported to be partially working and some not at all. The primary problem is that these lights appear		CLOSED	3/9/2026
Lighting	CELC-B	Three burned out lights on the outside of Bldg B		CLOSED	2/23/2026
Lighting	CELC-B	A box full of burned out fluorescent bulbs in the garage needs to be properly disposed of		CLOSED	3/6/2026
Lighting	CELC-B	Bldg B outside lights need to be checked and cleaned on an annual basis.	All lights on around sanctuary side of Bldg B were cleaned and three burned out light bulbs were	CLOSED	3/16/2026
Lighting	CELC-B	One outside light on the north side of Bldg B no longer works.	Installed Lithonia Lighting 7" Mini LED Wall Pack Outdoor Light Fixture, 3-Way Selectable CCT	CLOSED	3/11/2026
Lighting	CELC-B	One outside light on the east side of Bldg B is on 24/7. Newly installed LED light on north side of Bldg B will not turn on.	Bldg B exterior lighting system was fully function tested with the following findings: 1- the east side	CLOSED	3/25/2026
Lighting	CELC-Grounds	Flashing outside grounds light north of Bldg B		CLOSED	3/3/2026
Outside Doors	CELC-B	Check the outside RH main entry door of Bldg B for hinge / damper noise		CLOSED	2/9/2026
Painting	CELC A&B	Repair and paint walls in Bldg B classrooms & hallways. Paint all outside doors in Bldg B and replace door sweeps as necessary. Repair and paint walls, doors and ceilings in Bldg A sanctuary.	Site surveys were completed and competitive bids requested for painting Bldg B Classrooms & Hallways,	CLOSED	4/15/2026
Painting	CELC-A	Repair west wall above door to Fellowship Hall in quilters cubby in Bldg A		CLOSED	2/27/2026
Plumbing	CELC-A	The seat on the toilet in the office area bathroom does not stay up without holding it in place. The lid is fine as it stays up, but the seat doesn't stay up. Either it needs adjustment, or a different seat/lid is	The toilet seat in Bldg A Fellowship Hall Mens Room also became unusable. Both that toilet plus the one in	CLOSED	4/13/2026
Plumbing	CELC-A	Urinal supply water in Bldg-A Sanctuary restroom is leaking.	The plumber found two leak points on Bldg-A Sanctuary Restroom urinal; one being the volume	CLOSED	5/29/2026

Plumbing	CELC-B	One toilet in Bldg B men's room and toilet adjacent to the office are reported to be flushing improperly.		CLOSED	2/2/2026
Plumbing	CELC-B	Replace toilet with no tank lid in ladies room		CLOSED	2/19/2026
Plumbing	CELC-B	Urinals in Bldg B men's room are backing up.		CLOSED	2/27/2026
Plumbing	CELC-B	Shower nozzle in Bldg B mens room requires replacement.		CLOSED	3/9/2026
Plumbing	CELC-B	Coordinate Simple Green drain treatment with Jonathan & update periodic schedule accordingly. Take note that there is also a drain in the Kitchen Pantry that needs to be included in the treatment.	Discussed with Jonathan and added to the periodic maintenance schedule	CLOSED	4/1/2026
Plumbing	CELC-B	Coordinate kitchen floor drain P-trap maintenance with Jonathan & update periodic schedule accordingly.	Discussed with Jonathan and added to the periodic maintenance schedule	CLOSED	4/1/2026
Plumbing	CELC-B	The toilet in stall one in Bldg B Ladies Room intermittently creates a high pitched squeal. This is the same high pitched sound originally thought to be caused by the occupancy sensor but is now	The toilet fill valve in Bldg B Ladies Room toilet #1 was replaced. The intermittent high pitch squeal	CLOSED	4/13/2026
Plumbing	CELC-B	The hot water faucet at the left hand sink in Bldg B Ladies Room no longer shuts off totally.	New cartridges were sourced for both the hot and cold faucets for the left hand sink in Bldg B Ladies	CLOSED	4/14/2026
Plumbing	CELC-B	Cold water faucet at sink #1 (closest to the door) is leaking.	After further investigation, the faucet gasket had taken on a slow leak. Problem was solved by	CLOSED	5/5/2026
Plumbing	CELC-B	Provide a garden hose adaptor on Bldg-B roof to better facilitate pressure washing of the roof.	A 3-valve brass valve assembly was installed on the 1/2" copper tube previously providing water to the	CLOSED	5/22/2026
Roofing	CELC-B	Roof leaks are frequently experienced in summer time. Keep an eye on it and fix as necessary.		CLOSED	2/27/2026
Roofing	CELC-B	Pressure wash Bldg B roof.	Bldg B roof was pressure washed over the classroom/restroom area. Due to the downspout	CLOSED	3/18/2027
Safety	CELC-B	Outside Door handle entering Bldg B classrooms from east side requires a cover to protect from heat.	Hand protectors were installed on Bldg B east exit door, south exit door and main sanctuary west side	CLOSED	4/1/2026
Security	CELC A&B	Replace BLINK Camera batteries: NE outside of Bldg B, East outside of Bldg A (tree mount), Bldg A Sanctuary SE corner.		CLOSED	2/19/2026
Security	CELC A&B	Install new BLINK Cameras: Bldg B south door; Bldg B kitchen facing west door; Bldg A Fellowship Hall facing north door.		CLOSED	2/19/2026
Security	CELC-B	Roof access hatch lock was reported broken by HVAC contractor. Access is apparently only available by removing the mounting bolts.		CLOSED	2/26/2026
Signage	CELC-A	Current signage on Bldg A, pointing to the office, often result in guests going to the door at the Pastor's office rather than the office door.	A new sign was installed by Dale Krogstad adjacent to the Bldg A Pastor's office door but pointing to the	CLOSED	4/21/2026
Signage	CELC-Grounds	Randy has offered to maintain the current Litchfield Rd sign message. Someone needs to let him know what message to display & when.	System is working smoothly. No further action required at this time.	CLOSED	3/19/2026
Signage	CELC-Grounds	Install a new sign identifying the facility, adjacent to the rear facility entrance.	Signage requirements for the parking lot west entrance have been rolled into bid requests and	CLOSED	4/15/2026
Signage	CELC-Grounds	Wooden signs on north side of Bldg A and adjacent to the north parking lot require some restoration.	Dale Krogstad did an excellent job of refreshing Bldg A wooden signs, including the main one located	CLOSED	4/15/2026
Storage	CELC A&B	Storage for Nativity scene - currently in garage	While the garage and chair storage room were aggressively being decluttered, a decision was taken	CLOSED	4/23/2026
Storage	CELC-B	Storage of recycle cans and bottles - since the garage has inadequate space to accommodate this, recycle has been relocated to the outside south wall of the garage. Without proper containment, this	Direction from council on 4/19/26 was to procure proper containment and proceed with the recycle	CLOSED	5/14/2026
Swamp Cooler	CELC-B	Kitchen roof-mounted swamp cooler is reportedly not working	Bldg B swamp cooler is an Aerosol Model WS080, serial number 2230118BF, manufactured by Phoenix	CLOSED	4/16/2026
Swamp Cooler	CELC-B	Finalize Swamp Cooler Restoration Project	Replaced Media Tray with a new one. Scraped and sanded water tray, coated with an asphalt derivative,	CLOSED	4/27/2026
Wall Repairs - Indoor	CELC-B	Extensive wall repairs required in Classroom C. Look into including in the painting contract.		CLOSED	2/19/2026
Asphalt Paving / Repair	CELC-Grounds	Parking lot paving needs repair or replacement and re-striping.	2/15/26 Council agreed that this is probably our highest priority Building & Grounds expense for this	CLOSED	4/16/2026

Backflow Valves	CELC-Grounds	The potable water back flow valve located near the Litchfield Rd entrance, plus the irrigation back flow valve located along Litchfield Rd east of bldg A DO NOT have locks securing their cages.	"Common Key" padlocks have been purchased and installed on the Potable Water Backflow cage, Bldg-B	CLOSED	5/21/2026
Bird Control	CELC-B	Birds are nesting behind eve screening under Bldg B Sanctuary overhang.	Bird nests were cleaned out around the perimeter of Bldg B sanctuary. The gaps between sections of	CLOSED	4/22/2026
Ceiling Fans	CELC-A	Sanctuary ceiling fan in choir loft area needs replacing. Fan was removed in spring of 2025 and subsequently disposed of during November clean-up. A decision needs to be made as to whether	2/15/25 Council - Recommended path forward is agreed. Blank plate was installed over the power box	CLOSED	3/25/2026
Electrical	CELC-A	Add switch on Fellowship Hall coffee pot so not always heating water		CLOSED	2/24/2026
Electrical	CELC-A	Based on Bldg A circuit testing, circuit breaker #21 in breaker panel A1, which appears to be dedicated to the sanctuary choir loft ceiling fan termination box, is faulty. That termination box is	Breaker 21 is confirmed as being faulty. There are currently no loads connected to that breaker. It is	CLOSED	5/3/2026
Electrical	CELC-A	The GFCI outlet located inside the bldg A sanctuary AV Room frequently trips, even though it is thought to have had no loads on it. This affects the wall outlet near the sink in the sanctuary	The GFCI located in the Bldg-A AV room was replaced with a new non-GFCI outlet. The outlet	CLOSED	5/6/2026
Electrical	CELC-A	Update light switches and outlets in the "Blue Room" to better match the new paint color.	Replaced 5 light switches, one outlet and three wall plates in Bldg-A Blue Room with white ones to better	CLOSED	5/8/2026
Electrical	CELC-A	Develop Bldg A breaker identification lists for breaker boxes outside on south side.	Bldg-A breaker allocations have been identified for panel A-1, except for breaker numbers 2, 3, 4, 8 and	CLOSED	5/11/2026
Electrical	CELC-A	Bldg-A Sanctuary AV room outlets do not have power. This includes the two sanctuary east wall outlets. Subsequent to the work involving Bldg-A circuit breaker allocations, the AV room outlets	Bldg-A Sanctuary AV Room is equipped with four power outlets. One is on circuit A1-11, two are on	CLOSED	5/13/2026
Electrical	CELC-A	Update light switches and outlets in Bldg-A Sanctuary to better match the new paint color.	Light switches, outlets, switch covers and outlet covers were upgraded. Outlets on circuit #11 were	CLOSED	6/5/2026
Housekeeping	CELC-A	Relocate left-over spares from kitchen project and Fellowship painting project to cabinet in Building & Grounds office and Bldg B garage, as appropriate	All kitchen Reno project spares plus Bldg-A Blue Room painting tools and spares were relocated from	CLOSED	6/3/2026
Housekeeping	CELC-A	Damaged door hinges in quilting cubbies in Bldg-A Blue Room.	Door hinges on Bldg-A Blue Room quilting cubby were tightened and reattached as necessary.	CLOSED	6/3/2026
Housekeeping	CELC-B	One table in Bldg-B Classroom-A is broken. This table is required for Outreach Monday/Tuesday activities.	Table in Bldg-B Classroom was repaired.	CLOSED	6/8/2026
Lighting	CELC-B	Two fluorescent fixtures in Bldg-B hallway are operating on single fluorescent tubes. One of these is the emergency light which remains on 24/7.	All Bldg-B hallway emergency lighting has been upgraded from fluorescent to LED, 35 watt equivalent,	CLOSED	6/4/2026
Lighting	CELC-B	The occupancy sensor in Bldg-B Classroom-B appears to be overly sensitive and very bothersome for IHelp sleeping.	Occupancy sensor in Bldg-B ladies room was significantly reduced. Wattstopper logic is now	CLOSED	6/1/2026
Painting	CELC-A	Bldg A hallway connecting office/sanctuary to Fellowship Hall requires painting.	Painting of the hallway connecting Bldg-A Sanctuary, Bldg-A Office and Bldg-A Fellowship Hall, has been	CLOSED	6/2/2026
Plumbing	CELC-B	Toilet #1 in Bldg-B Ladies Room is reportedly draining continuously.	All toilets in Bldg-B Ladies Room were functionally tested and found to be operating satisfactorily	CLOSED	6/4/2026
CLOSED =		92			
OPEN =		26			
<u>Miscellaneous Building & Grounds Activities Applicable to This Reporting Period</u>					
Category	Description		Performed By	Date	Status
Painting	Bldg-A Sanctuary paint project		Nunez Painting	6/4/2026	Complete
Painting	Bldg-B Classrooms, hallway and exterior door paint project		Nunez Painting	6/4/2011	Complete
Pest Control	Pest Control Service has been transferred from Terminix to Bulwark Exterminators				