

UUFM Facilities ToDo list

List started by Mark Mayfield, 2018.

Snow removal:

- **Done.** ~~Organize snow removal team (manual part).— Gene Seivers will do with help from Dan and other volunteers.~~
- **Done.** ~~Line up snow removal for parking lot.— Sylvia did this. Will continue as before.~~

Grounds:

- Fill gullies in parking lot.
- Cut back brush and limbs from upper lot.
- Remove invasive shrubbery from hill: honeysuckle, autumn olive.
- Remove some cedar trees? Some brush clearing in general on hillside.

Non-building structural:

- Paint rusty hand rails
- Check hand rail job for needs (thought I saw something that needed attention)

Drainage:

- **Done.** ~~Drainage from SE corner downspout. New trenches dug, new PVC pipe installed, roof and downspouts cleaned.~~
- Drainage from Alsop room south downspouts. First need to try to roto clear. If that does not work, need to plan a more permanent fix connected with parking lot update.

Exterior Building:

- **Done.** ~~Roof repair over Alsop/Pastor office and classrooms. We have received bids, will present to Board, hope to get finished in early spring.~~
- **Done.** ~~Affix southwest gutter properly.~~
- Repair brickwork facade, south side. Option to install Dryvit on the wall?
- Cracking on southeast corner.
- **Done.** ~~Clean the drain pipes on the north side of the RE classrooms.~~
- Use a pressure sprayer to clean and protect the dryvit on the north side of the building.
- Alsop room entry door.

Interior Building:

- **Done.** ~~Fix main doors to sanctuary. Gene Seivers planed edges, will monitor to see if larger bevel angle is needed.~~
- Weather seal doors by Sue's desk
- Improve lock on kitchen exterior door
- Install new AV equipment (Mark Clarke has this equipment to install)
- Light fixtures in hallway need ballasts, or fixing--electrician
- Plug hole in Alsop old doorway with caulk, small hole above eye level
- Alsop, fix vent cover over doorway NW corner
- Fix wire hanging in Alsop room.
- Cracked globe in foyer (this globe is plastic, so not a safety issue).

- **Done.** ~~Fix small toilet that was causing it to run and waste water.~~
- Fix/install vent covers in west toilet, under the sink towards the hallway.
- Replace feminine hygiene wastebasket in west toilet.

Parking lot improvements:

- Lower parking lot. Clean up, resurface.
- **Done.** ~~Lower parking lot. Paint new lines.~~
- Lower section on the west side of driveway. Add blacktop and paint lines.
- Rework upper parking lot to give 35 parking spots. This will increase available parking by about 10(?) slots.

Wi-Fi, AV, Thermostats:

- Fix wire hanging in Alsop room.
- **Done.** ~~Lights at front of Alsop room do not work.~~
- Cracked globe in foyer
- Thermostats and settings. Matt will get information on thermostats.
- **Done.** ~~Sue says that Wi-Fi does not always work. Updated the system with a new provider.~~

Safety:

- **Done.** ~~Emergency lights need to be checked. Lindsay Smith will check.~~
- **Done.** ~~Fire alarms need to be checked.~~
- **Done.** ~~Replaced batteries in hall fire alarm.~~
- **Done.** ~~Make sure that there is safe egress. Replaced emergency lighting and exit signs.~~