

Monthly Board Report: JUNE 2026

Building & Grounds Maintenance

APRIL:

MAY:

JUNE:

Work Requested:

Road Signs	0	0	0
Plumbing	3	4	6
Lighting	2	1	2
Doors/Locks	1	1	2
Thermostat/Heat/HVAC	4	2	4
Cleaning	0	0	1
Pests	2	1	1
Other & Quarterly Filter Change	8	15	8
Contract Out	0	1	1
Total Work Orders	20	25	25

3 year comparison request

Jun-24	32
Jun-25	34
Jun-26	25



Work Orders

Calendar View

Search Work Orders

Start Date + Add Filter

My Filters

Work Orders

Putback Orders

Reporting

Requests

Assets

Messages

Categories

Parts Inventory

Library

Meters

Automations

Locations

Teams / Users

Vendors

Week

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Today

Admin/School Board Monthly Fire Ex...

Library/JBA Monthly Fire Extinguis...

2 more

School Board, Lori Eppard, Receptionist

URGENT!!

04

05

06

07

Sign install

Blinds for window

AC not working

Ants

10

AC unit not working

AC Broken?

3 more

12

13

14

Facility Maintenance office door

Parks and Rec toilet paper dispenser

AC is not working properly

Library ladies room toilet

17

18

19

20

21

Annex Ants

Library women's restroom

23

24

Multiple Outlets Not Working 'Treasurer' ...

It's hot!

6 more

27

28

Gutters and front door

EMS: New Stove and Oven

Old Furniture, etc.

Light

30

01

02

03

04

05

Support

Maxine Morton

Settings



Work Orders List

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #544 Light Type: Reactive Lighting Brandon Marrs	8767 Seminole Trail		✓ Done Completed by Brandon Marrs on 07/01/2026		
	ID: #541 Old Furniture, etc. Type: Reactive Other Brandon Marrs		Voter Registration Filter Parent: Air ✓ Done Completed by Brandon Marrs on 06/30/2026		
	ID: #539 Removal of desk Type: Reactive Other Brandon Marrs		Commissioner of Revenue ✓ Done Completed by Brandon Marrs on 06/30/2026		
ID: #543 EMS-New Stove and Oven Type: Reactive appliances		EMS	Open		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #542 Gutters and front door Type: Reactive Doors/Locks Other	Health Department	Open		
ID: #535 Puddle in the Women's Restroom Type: Reactive Plumbing	Giuseppe Center	Done Completed by Brandon Marrs on 06/26/2026		
ID: #532 Library women's restroom Type: Reactive Medium Plumbing	Parent: Giuseppe Center Library	Done Completed by Brandon Marrs on 06/26/2026		
ID: #530 Library ladie's room toilet Type: Reactive High Plumbing	Parent: Giuseppe Center Library	Done Completed by Brandon Marrs on 06/26/2026		
ID: #540 Removal of wooden benches Type: Reactive Brandon Marrs	Court House Complex	Done Completed by Brandon Marrs on 06/26/2026		

Other

Brandon Marrs

ID: #5388767 Seminole Trail

Bathroom light

Type: Reactive

Lighting

Brandon Marrs

ID: #537EMS

Broken Toilet Seat

Type: Reactive

Plumbing

Brandon Marrs

ID: #536LibraryParent: Giuseppe Center

Children's Toilet in Library Running Continuously

Type: Reactive

Plumbing

Brandon Marrs

ID: #534Health Department

It's hot!

Type: Reactive

Thermostat/Heat/HVAC

Brandon Marrs

ID: #533Treasurer Office

Multiple Outlets Not Working Treasurer's Office

Type: Reactive

Electrical

Brandon Marrs

✓ Done

Completed by Brandon Marrs on 06/26/2026

✓ Done

Completed by Brandon Marrs on 06/26/2026

✓ Done

Completed by Brandon Marrs on 06/26/2026

✓ Done

Completed by Brandon Marrs on 06/26/2026

✓ Done

Completed by Brandon Marrs on 06/26/2026

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Brandon Marrs				
ID: #528 A/C is not working properly Type: Reactive	Sheriff's Office	✓ Done Completed by Michael Taylor on 06/22/2026		
Thermostat/Heat/HVAC				
Michael Taylor				
ID: #493 Leak Type: Reactive	8767 Seminole Trail	✓ Done Completed by Michael Taylor on 06/22/2026		
Roofing				
Michael Taylor Brandon Marrs				
ID: #502 Kitchenette Sink Water Odor Type: Reactive	Treasurer Office	✓ Done Completed by Michael Taylor on 06/22/2026		
Plumbing				
Michael Taylor				
ID: #384 Scale House Window Type: Reactive	Transfer Station	✓ Done Completed by Michael Taylor on 06/22/2026		
building repair				
Michael Taylor				
ID: #503 Front entrance drain under sidewalk to Treasurer/COA is clogged with pine needle debris Type: Reactive	Treasurer Office	✓ Done Completed by Michael Taylor on 06/22/2026		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Contract Out Michael Taylor ID: #531 Annex Ants Type: Reactive Pests Michael Taylor Brandon Marrs	Voter Registrar	✓ Done Completed by Michael Taylor on 06/22/2026		
ID: #529 Parks and Rec toilet paper dispenser Type: Reactive Low Cleaning Brandon Marrs	Concession Stand	Parent: Parks and Recreation Open		
ID: #527 Facility Maintenance office door Type: Reactive Medium Doors/Locks Brandon Marrs	Facility Maintenance Office/Shop	Parent: Vehicle Maintenance ✓ Done Completed by Brandon Marrs on 06/16/2026		
ID: #526 Paint yellow strip on courthouse front steps Type: Reactive Other Brandon Marrs	Court House Complex	✓ Done Completed by Brandon Marrs on 06/12/2026		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #522 A/C unit not working Type: Reactive	Sheriff's Office	✓ Done Completed by Brandon Marrs on 06/12/2026		
Thermostat/Heat/HVAC				
Brandon Marrs				
ID: #525 AC not working Type: Reactive	8767 Seminole Trail	✓ Done Completed by Brandon Marrs on 06/12/2026		
Thermostat/Heat/HVAC				
Brandon Marrs				

Signed off by

Date