

Work Order Summary w/ Details

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														
WO000972	Completed	Non-PM	Low	Vandalism	General Maintenance	Facilities		Justice Center	Kit Grimes	10/10/2025	10/10/2025	10/10/2025	0.00	0.00
The attached piece in the photo was found on the floor of the women's restroom. It came from the door. We have the piece in our office. Thanks.														
Done														
WO000971	Completed	Non-PM	Medium	Reactive Maintenance	Equipment Maintenance	Facilities		Justice Center	Lindale Cummings	10/09/2025	10/09/2025	10/10/2025	0.00	0.00
the main bathroom door plate that goes around the locking mechanism has been taken off. I have the metal plate but did not find any screws to it.														
Found the bolts in the restroom floor and used lock tite and put the face plate back on the door latch														
WO000970	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		HR Building	Lindale Cummings	10/02/2025	10/03/2025	10/03/2025	0.00	0.00
There is a light out in the conference room.														
Replaced light.														
WO000969	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		Circuit Court Building	Kit Grimes	10/02/2025	10/02/2025	10/02/2025	0.00	0.00
the light shade above the courtroom door to the right is hanging off the wall and needs secured better.														
fixed.														
WO000968	Completed	Non-PM	Medium	Vandalism	Plumbing	Facilities		County Jail	Lindale Cummings	09/29/2025	09/29/2025	09/29/2025	0.00	0.00
248 in F pod toilet if backed up														
Pulled maxi pads from this cell Friday, September 26 and again today on September 29 also had to pull maxi pads from sale 166 today September 29. The girls have been told not to be flushing max pad several different times.														
WO000967	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	09/29/2025	09/29/2025	09/29/2025	0.00	0.00

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Work requested														
Action Taken														
Comments														

128 in A pod sink is still leaking from the bottom

Sink is leaking over the edges. Nothing in the plumbing is leaking. Low water pressure in that particular sale. Nothing we can do about it.

WO000966	Completed	Non-PM	High	Reactive Maintenance	Water Leaks	Facilities		County Jail	Lindale Cummings	09/26/2025	09/26/2025	09/26/2025	0.00	0.00
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Jail area, booking and laundry especially, may be piolet light out, odor is strong

The smell is coming from the roof repair chemicals. It is next to the intake on the air conditioner above f pod. This is not gas confirmed by kit and Lindale and the roofing repair crew.

WO000965	Completed	Non-PM	High	Storm Damage	Water Leaks	Facilities		HR Building	Richard Teague	09/24/2025	09/26/2025	10/07/2025	0.00	0.00
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Roof is leaking again.

Queen City roofing will be out on A. Friday tomorrow, look at the jail roof issue and the issue on your building. Queen city will be back out to install custom flashing between the two buildings.This is the expected cause of the leak. Queen City is building custom. Flashing to stop this leak should be a few days.

WO000964	Completed	Non-PM	Low	Reactive Maintenance	General Maintenance	Facilities		Historic Building	Kit Grimes	09/23/2025	09/23/2025	09/23/2025	0.00	0.00
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Personal property requested their middle counter computer monitor mount be raised about 12" from its current location. The base is drilled into the wood post. IT will supply a power cord extender so the monitor can be raised higher.

Raised bracket as requested.

WO000963	Completed	Non-PM	Medium	Reactive Maintenance	Water Leaks	Facilities		County Jail	Lindale Cummings	09/21/2025	09/22/2025	09/26/2025	0.00	0.00
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Still having a very big leaking issue in the ceiling right where the light is in that cell, was confirmed by officers due to the weather , in cell 247 F pod

Got up in crawl space above the cells in f pod while the rain was coming down. I found a roof leak around the outside curb of the AC unit over E and F-pod. I Contacted queen city roofing, to come out and redo the repair they already did. They're expected to be out this friday to reseal the curb. Green city, come out and repaired the rough lake over f pod.Next to the ac unit

WO000962	Completed	Non-PM	Medium	Vandalism	Plumbing	Facilities		County Jail	Lindale Cummings	09/21/2025	09/22/2025	09/22/2025	0.00	0.00
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The toilet is clogged, either will not go down or will drain back down very very slowly in 248 in F pod

Pulled what looked like bed sheeting or underwear and trash out of the trap

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Action Taken														
Comments														

WO000961	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	09/21/2025	09/22/2025	09/22/2025	0.00	0.00
The right shower closest to the toilet is not turning off in D pod													
Replace flow through valve and time to the shower													

WO000960	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	09/21/2025	09/22/2025	09/22/2025	0.00	0.00
There is draining issues as well as a very bad smell coming from the drains in the showers in A pod													
Clobber was used on the drain and it does have a smell but is going away.													

WO000959	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	09/19/2025	09/19/2025	09/19/2025	0.00	0.00
Not Draining													
Air plunged and they drain as they should													

WO000958	Completed	Non-PM	Medium	Reactive Maintenance	Special Projects	Facilities	Justice Center	Lindale Cummings	09/19/2025	09/19/2025	09/19/2025	0.00	0.00
The icemaker in the refrigerator located in the Sheriff's Office squad room has stopped working.													
Went down and looked at icemaker. Several people have been messing with it told Jolene probably need to order a new one.													

WO000957	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	09/17/2025	09/17/2025	09/19/2025	0.00	0.00
sink in cell 155 there is no hot water													
Replaced the vacuum button													

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Work requested														
Action Taken														
Comments														
WO000956	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	09/15/2025	09/15/2025	09/15/2025	0.00	0.00
Toilet not working														
Replaced the toilet flush valve														
WO000955	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	09/15/2025	09/15/2025	09/15/2025	0.00	0.00
APOD cell 127-128 their sinks are not draining.														
Used air plunger on sink draining fine now														
WO000954	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Kit Grimes	09/06/2025	09/07/2025	09/08/2025	0.00	0.00
when cell 154 is using their sink, it will somehow make their toilet water rise or back up														
Replaced the vacuum button														
WO000953	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	09/05/2025	09/08/2025	09/08/2025	0.00	0.00
No hot water in cell 49 in booking														
Replace the vacuum button for the hot water side on the sink														
WO000952	Completed	Non-PM	Medium	Reactive Maintenance	General Maintenance	Facilities		County Jail	Kit Grimes	09/05/2025	09/05/2025	09/05/2025	0.00	0.00
D Pod - Watch Tour Button Plate / Screws missing and plate is very loose														
Put in new screw														
WO000951	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Kit Grimes	09/05/2025	09/05/2025	09/05/2025	0.00	0.00

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Work requested														
Action Taken														
Comments														

WO000945	Completed	Non-PM	Medium	Reactive Maintenance	Other	Facilities	Historic Building	Richard Teague	08/29/2025	09/02/2025	10/10/2025	0.00	0.00
We need to have Jeremy Burns put on the door and window to replace Danny Gray													
Had his name put on the doorJeremy is supposed to meet with add. Tech signs to make sign bigger.													

WO000944	Completed	Non-PM	High	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	08/29/2025	08/29/2025	08/30/2025	0.00	0.00
Sink exploded in cell 246 in F pod soaking one of the offenders. Also, water in F pod is coming out brown.													
Turn on the faucet and with air out of water lines.													

WO000943	Completed	Non-PM	High	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	08/29/2025	08/29/2025	08/30/2025	0.00	0.00
D Pod still flooding severely													
This was fixed 5:00 am													

WO000942	Completed	Non-PM	Medium	Vandalism	Plumbing	Facilities	County Jail	Richard Teague	08/28/2025	08/29/2025	08/29/2025	71.80	2.77
O Pod Toilet up stairs is leaking at the base													
Replaced broken flow through valve and t adapter.													

WO000941	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Facilities	County Jail	Kit Grimes	08/27/2025	08/28/2025	08/28/2025	0.00	0.00
plug ins that's in dish room fixed. They do not work.													
reset the GFI and replaced the other receptacle both are now working as they should.													

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Work requested														
Action Taken														
Comments														
WO000940	Completed	Non-PM	Medium	Reactive Maintenance	Fire Protection	Facilities		Circuit Court Building	Lindale Cummings	08/27/2025	08/27/2025	08/28/2025	0.00	0.00
cigarette butt container has been smoking and on fire twice in the last few days. Cans we get it emptied more often and maybe water added to the it														
Replaced the metal pale that sits inside and added waste to the new one														
WO000939	Completed	Non-PM	Medium	Reactive Maintenance	HVAC	Facilities		Justice Center	Richard Teague	08/26/2025	08/27/2025	10/02/2025	0.00	0.00
Thermostat in the area seems not to work, it is freezing all the time. clerks, bailiffs and judge are complaining														
I've contacted the Trane service department for dispatch and repair. Currently waiting on eta. Replace thermostat in Barbie's area on the 3rd floor. Replaced circuit board and vab unit above jury room.														
WO000938	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	08/25/2025	08/25/2025	08/25/2025	0.00	0.00
Both sinks on the top tier are clogged and leaking														
Used clobber and plunged for over a hour with no luck. Went in stair way behind wall and took pipes apart and cleared blockage.														
WO000937	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Lindale Cummings	08/25/2025	08/25/2025	08/25/2025	0.00	0.00
The light in the left shower is out														
Put in new bulb and fixed lower shower														
WO000936	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	08/25/2025	08/25/2025	08/25/2025	0.00	0.00
B pod shower is having turning off like it is suppose to														
Lindale went into pod and tested he said it was working fine														
WO000935	Completed	Non-PM	Medium	Reactive Maintenance	General Maintenance	Facilities		HR Building	Kit Grimes	08/21/2025	08/22/2025	08/22/2025	0.00	0.00

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Work requested														
Action Taken														
Comments														
Hinge on cabinet door needs to be fixed or replaced.														
Fixed hinge opens fine now														
WO000934	On Hold	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Lindale Cummings	08/19/2025	08/19/2025		0.00	0.00
F-247 night light is currently out														
Put in new bulb. Still not working will need ballist but ceiling is leaking into light won't do any good to put one in if it's leaking. Will put on hold toll leak is addressed														
WO000933	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Lindale Cummings	08/18/2025	08/19/2025	08/22/2025	0.00	0.00
LIGHT ABOVE 41 E COMING IN TO THE LONG HALLWAY														
Installed 3 new led bulbs working fine														
WO000932	Completed	Non-PM	Medium	Reactive Maintenance	HVAC	Facilities		HR Building	Richard Teague	08/18/2025	08/19/2025	08/19/2025	0.00	0.00
The air conditioning does not seem to be working in the front lobby area and we also need to have a hinge on a cabinet door fixed in the front reception area. Thank you!														
found a blown fuse at power cutoff. I The replaced fuse,unit is working as it should.														
WO000931	Completed	Non-PM	Medium	Reactive Maintenance	Painting	Facilities		Historic Building	Kit Grimes	08/18/2025	08/18/2025	08/18/2025	0.00	0.00
Hard work														
Painted rough spot on wall.														
WO000930	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Kit Grimes	08/15/2025	08/18/2025	08/18/2025	0.00	0.00
Toilet in 154 not draining														
Toilet was flushing as it should be														

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Work requested														
Action Taken														
Comments														

WO000929	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	08/15/2025	08/18/2025	08/18/2025	0.00	0.00
Sink 155 & 156 have dark water and smells like sewer coming out													
Air plunged sinks													

WO000928	Completed	Non-PM	Medium	Reactive Maintenance	Other	Facilities	Justice Center	Richard Teague	08/14/2025	08/19/2025	08/29/2025	0.00	0.00
Office needs the carpet cleaned - will move all small things off the floor whenever able to be done.													
Megan cleaned the carpet													

WO000927	Completed	Non-PM	Medium	Reactive Maintenance	Carpentry	Facilities	Historic Building	Kit Grimes	08/14/2025	08/14/2025	08/18/2025	0.00	0.00
Dead bolt in door is sticking. Please file the opening down a little.													
Filed out frame works fine													

WO000926	Completed	Non-PM	Medium	Reactive Maintenance	Painting	Facilities	Circuit Court Building	Lindale Cummings	08/13/2025	08/13/2025	08/18/2025	0.00	0.00
Patch holes in Dale's office and prep for paint prosecutors area.													
Patched holes and painted.													

WO000925	Completed	Non-PM	Medium	Reactive Maintenance	Other	Facilities	Justice Center	Lindale Cummings	08/13/2025	08/13/2025	08/13/2025	0.00	0.00
We need the following cabinets moved. The cabinets are located at Bldg. 3 in the basement by the Control Room. Both will go to 2 different locations and are as follows: The big cabinet will go to the JC. It will be used in the Campus Office. The small cabinet will go to the HC. It will be used to at the security desk up front.													
Moved cabinets as requested.													

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Work requested														
Action Taken														
Comments														
WO000924	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		Justice Center	Kit Grimes	08/12/2025	08/12/2025	08/13/2025	0.00	0.00
The water fountains on the 1st floor next to Judge Bacon's Courtroom are not draining properly. See attached photo.														
Used liquid plumber and air plunger now draining properly														
WO000923	Completed	Non-PM	Medium	Reactive Maintenance	General Maintenance	Facilities		Historic Building	Lindale Cummings	08/12/2025	08/12/2025	08/12/2025	0.00	0.00
Assemble chairs														
Assembled three new chairs and recorders's office														
WO000922	Completed	Non-PM	Medium	Reactive Maintenance	Carpentry	Facilities		Care ATC	Lindale Cummings	08/12/2025	08/12/2025	08/12/2025	0.00	0.00
Install paper towel dispensers in clinic, three exam rooms and last restroom.														
Installed all paper towel dispenser														
WO000921	Completed	Non-PM	Medium	Reactive Maintenance	Alarm System	Facilities		Justice Center	Kit Grimes	08/12/2025	08/12/2025	08/12/2025	0.00	0.00
I have tried resetting with the key and it still chirps. Can you please look at it.														
Replaced the 9V battery														
WO000920	Completed	Non-PM	Low	Reactive Maintenance	General Maintenance	Facilities		Circuit Court Building	Lindale Cummings	08/07/2025	08/08/2025	08/08/2025	0.00	0.00
The air freshener in CCB Front Desk Security area hasn't been replaced with the new air freshener like the other bldg. See attached photo.														
Put in new air freshener from Hilliard.														
WO000919	Completed	Non-PM	Medium	Reactive Maintenance	Other	Facilities		Justice Center	Lindale Cummings	08/05/2025	08/05/2025	08/08/2025	0.00	0.00

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Cut the wall paper back and used Sheetrock paddy to fill 8/6/25. Sanded and painted rough area 8/7/25

224 not flushing at all and it is a lock down cell

Replaced flush valve kit and put new anti-flood flush kit on the toilet and it now works as it should

B Pod Shower will not turn off

Install new flow valve and button

The booking shower is flooding

Air plunged and drained as it should

In HC the 1st Floor Men's Bathroom toilet is clogged and close to overflowing.

Went and checked it out. Still had blue water in it from where Matt cleaned overnight. Don't know what he's talking about

The handicap buttons to open the main entry door are not working.

Reset the door opener

Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed	Cost \$	Hour(s)
Work requested														
Action Taken														
Comments														

WO000913	Completed	Non-PM	Medium	Reactive Maintenance	General Maintenance	Facilities	HR Building	Kit Grimes	07/31/2025	07/31/2025	07/31/2025	0.00	0.00
The main entry door will not shut all the way when you open it.													
Adjust the door													

WO000912	Completed	Non-PM	Medium	Reactive Maintenance	HVAC	Facilities	HR Building	Richard Teague	07/30/2025	07/31/2025	07/31/2025	0.00	0.00
It seems our back unit is not kicking on.Thanks!													
Found corroded wire on indoor unit.The replace connector unit started working.													

WO000911	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities	County Jail	Lindale Cummings	07/30/2025	07/31/2025	07/31/2025	0.00	0.00
E Pod 154 Toilet - the toilet in 154 almost overflows every time we flush it we have used the plunger several times nothing is working													
Pulled maxi pads from pipe													

WO000910	Completed	Non-PM	Medium	Reactive Maintenance	HVAC	Facilities	County Jail	Richard Teague	07/30/2025	07/30/2025	07/30/2025	0.00	0.00
Kitchen is setting at 69* but feels like 75*. It is stuffy and humid down there													
The unit was locked in standby mode. I cleared dan all codes found no issues.Restarted unit is running as it should let me know if it happens again.unit stopped. I contacted Jamieson heating and air for repair.													

WO#	Status	Priority	Category	Subcategory	Facilities	Justice Center	Kit	Grimes	07/29/2025	07/29/2025	07/29/2025	0.00	0.00
WO000909	Completed	Non-PM	Medium	Reactive Maintenance	Other								
Sheriff Cole is requesting the weeds be sprayed at the Evidence Impound Lot.													
Sprayed grass and weed killer around evidence fence													

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Action Taken														
Comments														
WO000908	Declined	Non-PM	Low	Reactive Maintenance	Other	Facilities		Justice Center	Richard Teague	07/28/2025	07/28/2025		0.00	0.00
Test work order request.														
test														
WO000907	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Kit Grimes	07/28/2025	07/28/2025	07/28/2025	0.00	0.00
B Pod Right Shower Light out again														
Replaced bulbs and ballist														
WO000906	Completed	Non-PM	Medium	Reactive Maintenance	Jail Lock Maintenance	Facilities		County Jail	Kit Grimes	07/28/2025	07/28/2025	07/28/2025	0.00	0.00
41 Adam says it always open - having to override ? Hamilton advised														
Put in new micro switch works great														
WO000905	Completed	Non-PM	Medium	Reactive Maintenance	Custodial	Facilities		Justice Center	Richard Teague	07/25/2025	07/29/2025	07/29/2025	0.00	0.00
The Sheriff has requested the carpet in the training room be cleaned as soon as possible. Thank you.														
Contacted your custodian.She's assigned to do the carpet cleaning tomorrow morning.														
WO000904	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		Circuit Court Building	Kit Grimes	07/23/2025	07/28/2025	07/28/2025	0.00	0.00
exit sign in courtroom is flickering														
Watched the sign 3 different times and never noticed it flickering														
WO000903	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Facilities		Circuit Court Building	Lindale Cummings	07/22/2025	07/28/2025	07/29/2025	0.00	0.00

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magnet on door is not unlocking when in the unlock position. wires currently sticking out of it.														
Magnet was not sticking it was the push bar latch was out of adjustment														
WO000902	Completed	Non-PM	Medium	Reactive Maintenance	Equipment Maintenance	Facilities		Circuit Court Building	Kit Grimes	07/21/2025	07/15/2025	07/23/2025	0.00	0.00
inner double door on right side, top latch won't unlatch completely so the door sticks and hard to open or close.														
Adjusted hinges														
WO000901	Completed	Non-PM	Low	Reactive Maintenance	General Maintenance	Facilities		County Jail	Lindale Cummings	07/17/2025	07/15/2025	07/23/2025	0.00	0.00
Floor in booking peeling up														
Addressed to Richard and he will call in the flooring guy														
WO000900	Completed	Non-PM	Medium	Reactive Maintenance	Other	Facilities		County Jail	Kit Grimes	07/17/2025	07/15/2025	07/23/2025	0.00	0.00
Water leaking from ceiling in kitchen near the warmer														
No leak found														
WO000899	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Kit Grimes	07/16/2025	07/15/2025	07/23/2025	0.00	0.00
Right side light in shower of B Pod														
New bulbs														
WO000898	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		Historic Building	Lindale Cummings	07/14/2025	07/14/2025	07/14/2025	18.11	1.00
Toilet running water														
Replaced flush valve														

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Work requested														
Action Taken														
Comments														

WO000897	Completed	Non-PM	Medium	Reactive Maintenance	Lighting	Facilities		County Jail	Lindale Cummings	07/14/2025	07/14/2025	07/14/2025	0.00	0.00
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Replace lights in cell 241

Replaced bulbs and ballist

WO000896	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	07/13/2025	07/14/2025	07/14/2025	0.00	0.00
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Shower in F Pod runs non stop

Replace flow valve and vacuum button

WO000895	Completed	Non-PM	Medium	Reactive Maintenance	Plumbing	Facilities		County Jail	Lindale Cummings	07/13/2025	07/14/2025	07/14/2025	0.00	0.00
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Small shower in E Pod won't drain

Air plunger

WO000894	Completed	Non-PM	Low	Reactive Maintenance	Carpentry	Facilities		Historic Building	Kit Grimes	07/10/2025	07/15/2025	07/14/2025	0.00	0.00
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Removal of Glass sneeze guards on front counter.

Removed glass sneeze glass guards and left all glass and wood with clerks office

WO000893	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Facilities		Circuit Court Building	Lindale Cummings	07/09/2025	07/09/2025	07/10/2025	0.00	0.00
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replace one of the tv monitors that have gone out with the new tv

Replaced t v