

July/August Maintenance Report

Work Completed	# of Hours	Purchases	Approx. Cost
Deliveries	5	Plumbing supplies	\$600
Vacation	80	Gas mowers/ parts	\$475
Invoice paperwork/working with business office/other paperwork	2		
General repairs	15	Elect. Supplies	\$1,150
Move rooms in and out	15		
Move furniture from conexas	20		
Yardwork cut trees/remove stumps/load trucks	115	Misc. Supplies	\$2,250
Changing Light bulbs/ Light Ballasts	2	Total	\$4,475
Close building	6		
Prep for cement pour/pour concrete	4		
Job interviewstour of building	6		
Set up soccer fields	7		
Check roof	4		
Install new cabinets/sinks/plumbing clay room	10		
Meetings with Admin	2		
Assign tasks for employees/plus SYEP kids/plus kids hired by school/supervise	48		
Approximate Total of Hours	341		