

# If you find a Water Leak

Do these simple steps before you call for professional help:

The water cutoffs are on the west road frontage.  
Two boxes.

The curb key is in the closet under the portico on the north portico.  
Turn off the water.

Call any member of the House and Grounds team

## Contacts for professional help:

Contact anyone on House and grounds team, or  
BCI Mechanical, Denton TX

## More troubleshooting info

The north meter box is the original building, plus the entire lawn sprinkler system.

South meter box is the youth annex.

Huge metal meter box is the fire suppression.

# Air conditioner / heater fail

Do these simple steps before you call for professional help:

Look at the upper right battery Gage Any thing below half, pull the unit off the wall, replace batteries.

Reinstall thermostat, and leave it alone for 10 min.

Look at upper left internet symbol, if it is X or blank, find a spare thermostat and plug it in.

Spares are located in workroom right of the Sanctuary, blue box, highest shelf.

If it is ))) that is good, call a church member that has Sensi app.

If it is ))) that is bad, continue troubleshooting.

Wait 10 min, AC units have a time delay.

Check both electrical rooms for tripped breakers. They are the large 3 pole breakers. Labeled RTU.

## Contacts for professional help:

Provider:

Text to Haley at PHARRIS AIR 214-762-2342.

Dane Cel:

Backup provider TDI.

## More troubleshooting info

1. Frequent battery replacement is caused by Blue wire on C terminal missing/mis-wired.

2. There are 3 RESET dance modes to think about:

A. 1st level troubleshooting: Remove batteries for 4 min. Install NEW batteries. Unit is now RESET. Wait 10 min and see what happens.

B: 2nd level troubleshooting: If lock symbol persists, walk out of range of the WIFI out in the parking lot. Then <UPARROW>And <MENU> at the same time hold for 10 seconds . Screen will blank. Unit is now unlocked.

C: 3rd level: walk out of range of WIFI.

Press <UPARROW> And<DOWNARROW> And<FAN> for 30 seconds. Unit is now HARD RESET.

The Honeywell 800 helpline was surprisingly helpful.



3. QR code for the layout of which unit goes to which thermostat.

# Nuisance fire alarm

Do these simple steps before you call for professional help:

THERE IS A TRICK TO PROPERLY RESETTING THE ALARM! READ THIS CAREFULLY.

1. Infants area panel, Push the SILENCE button.
2. go to the electrical room, near the children's Gym. Push the SILENCE button.
3. Walk the building and assure it is not a real fire.
4. walk to the panel near infants, take pictures of the screen. Long push the RESET. Observe "rES" on the screen. Observe GREEN LIGHT ONLY labeled "AC POWER". Observe screen goes blank.
5. Panel by the Gym. Push RESET. Observe screen cycles to "Justin Baptist Church – All systems normal"  
Observe only "POWER".on.
6. Any other indications on panels, refer to professional.

## Contacts for professional help:

Provider:

TX Fire Protection. Splst, **Duane** cel 469-853-7991, ofc **972-247-1101**

Monitor company: SW Alarm 972-437-6773 for TEST MODE, ACCT 96-4394  
Act# **515-3079**, 972-263-9078, Secondary 921-3079 (214)540-8664

Location: **402 W 8<sup>th</sup> St Justin, TX**

## More troubleshooting info

1. incorrect SILENCE lasts for 24 hours, then alarm will sound.
2. One panel can SILENCE and RESET, leaving the other in fault.  
(confusing)
3. The panel near the infants is analog, very limited memory.
4. The panel near the Gym is digital, will give named POINT DEVICE and error.
5. One company monitors, a different company is service provider.
6. Panel near Infants is CB 19, 21, 23, and 25,27,29, power dn when unit says :SU2". Panel near Gym is CB LA-SEC2 Breaker 60.
7. Old phone numbers number were 648-2773, and 648-2774

# Start the Baptistry

Do these simple steps before you call for professional help:

Select wall switch to FILL  
Valve will quietly cycle  
for 10 seconds

Push the FILL/DRAIN  
button, See that FILL  
illuminates.

Water will start to fill.  
Heat will be applied when tub



Contacts for professional help:

Not sure who can work on it, possibly BCI?

More troubleshooting info

The mechanical drain valve can be accessed through the outside double doors. You can unplug it, and position it as you see fit.