

Maintenance Department Report for October 2024

I. MANAGER ACTIVITIES

A. Accomplishments

- 1. System training.**
- 2. Boiler startup and programming to resolve operational issues.**
- 3. Successful support for Diggers & Dumpers Event**
- 4. Communicated with the following Contractors/Vendors:**

- HRLC	- DG Mechanical
- HF Lenz	- StarkTech
- Perry Construction	- Scobell
- Church & Murdoc	- DeSantis
- LandPro	- Wilkins
- Lowes	

B. Meetings Attended

- 1. Administrative meetings.**
- 2. Job Conference.**
- 3. Safety Meetings.**
- 4. Weekly staff meetings.**
- 5. Interviews for open positions**

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

- 1. Progress on open closeout issues.**
- 2. Renovation projects and closeouts.**
- 3. Performed preventive maintenance on selected HVAC system.**
- 4. Performed mowing and trimming of grounds at the High School/ Skill Center.**
- 5. Completed routine Maintenance requests at our High School and Skill Center.**

II. CUSTODIAL

A. Accomplishments

- 1. Routine cleaning of occupied areas.**
- 2. Implementing new processes & equipment.**
- 3. Training on new processes & equipment.**

III. FACILITY USE REQUESTS

- 1. NA.**

IV. SAFETY

- 1. NA.**