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CHRIS MORENO
Director of Maintenance
May 8, 2024

2023-2024 GOALS FOR THE MAINTENANCE DEPARTMENT

- Continued learning of the district HVAC, fire, and electrical systems in order to operate and maintain these systems effectively and identify possible improvements that could be made to increase efficiencies in areas such as heating fuel usage or electrical consumption.
- Increase district wide participation in "Maintenance Direct" maintenance program to more accurately track the amount and type of maintenance and repair work completed. Additionally, organize and process work order data on the back end in an effort to be application ready should funding opportunities arise requiring such data.
- Demo old unused boiler from CHS boiler room and organize both the boiler room and energy center spaces to function more efficiently for maintenance activities.
- Install remainder of security cameras on hand throughout the Mt. Eccles and CHS campuses.

CURRENT PROJECTS/CONSIDERATIONS

- Over the first weekend of April on Saturday the 6th, the CHS building experienced numerous false fire alarms. After troubleshooting with Taylor Fire via phone, we learned that a sprinkler flow detector had leaked causing a short in the system triggering the alarms. The issue was resolved and the system has functioned properly since.
- The two school vans, maintenance van, and little school bus were all serviced with an oil change this month as well as changing from winter to summer tires.
- The blue school van also has brand new front brake calipers, pads, and rotors that were installed while on a school trip after one of the calipers seized causing the brakes to be stuck on.
- I have begun the process of implementing a new work order and preventative maintenance management system called Asset Essentials. This program is offered by the same company that we are currently using, but it boasts many improvements in the categories of user interface, asset tracking, and work order management.
- Thanks to Mrs. Hottinger for taking the time to help make needed sewing repairs to the stage curtain at CHS.
- We have again welcomed a new member to our custodial team. Pedro Natera began work as the new evening shift custodian at Mt. Eccles on Wednesday, May 1st. Pedro is taking over for Romy Sison who retired from the district after 22 years of service. Pedro has worked with the district on a substitute basis on occasion, and we are excited to have him on full time. Thank you Romy and welcome Pedro!

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- Miscellaneous projects and repairs for the month include but are not limited to:
 - Lock replacement for failed key cylinders
 - Safety adjustments to Mt. Eccles resource room swing
 - various light bulb replacements
 - Unclogging sink drains
 - The Mt. Eccles elevator malfunctioned after school hours on April 23 causing our evening custodian to be briefly stuck. An electrical system reset resolved the issue.

UPCOMING PROJECTS/CONSIDERATIONS

- Pinnacle Mechanical site visit.
- Continue implementation of new Asset Essentials work order and preventative maintenance system.
- Air handler filter replacement and service.
- Install new bearings for the “Tilted SkyRunner” playground equipment at the elementary school.
- The light sensors on the MTE playground that control when the outdoor lights come on and off with the daylight have been intermittently malfunctioning causing the lights to flicker or not turn off. When I inspected them, I noticed that moisture had built up inside. These sensors are due to be replaced.

MONTHLY DATA

| | Preventative Maintenance Work Orders Completed | Corrective Maintenance Work Orders Completed | TOTAL |
|-------|------------------------------------------------|----------------------------------------------|-------|
| JUL | 81 | 15 | 96 |
| AUG | 97 | 29 | 126 |
| SEPT | 71 | 27 | 98 |
| OCT | 93 | 34 | 127 |
| NOV | 92 | 33 | 125 |
| DEC | 88 | 13 | 101 |
| JAN | 103 | 27 | 130 |
| FEB | 82 | 38 | 120 |
| MAR | 89 | 21 | 110 |
| APR | 81 | 15 | 96 |
| MAY | | | |
| JUNE | | | |
| TOTAL | | | |