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MONTHLY REPORT

Below is a brief summary of issues that required attention from the Department of Facilities Maintenance. Repainted three offices, one meeting room and the men's locker room in the Police station Monitored janitorial service Monitor building's energy use Inspect buildings for functionality Supervised scheduled service contracts and repairs with outside contractors Monitored quality of repairs Certified all invoices for warrant Performed required routine maintenance and repairs on all buildings assigned to the department

Dan Sherman Public Buildings and Property Maintenance