

Facilities Report

Mike Willmas – 01/10/2025

Installed outlets in foyer – provided Electrician (saved money by not hiring an outside contractor)

Actively working on Mead Public Library projects with: from purchasing, meeting with contractors and attending meeting for final approvals (Common Council & Public Works approvals)

1. Exterior tuck pointing – Berguland Construction – holding them accountable for their work
2. Library Roof Project – bidding process and Public Works Committee Meeting with Alderpersons
3. Front foyer floor – Dulmes Décor

Purchased a new software program that will be used for all City owned facilities

- CMMS, or computerized maintenance management system, is a software tool that helps organizations manage maintenance activities. CMMS systems can help businesses:
- Increase equipment uptime
- Avoid costly breakdowns and outages
- Plan, execute, and monitor maintenance tasks
- Support a variety of maintenance operations, including reactive, planned preventive, and predictive maintenance

Meeting with library staff on weekly basis

Working on saving costs by buying in bulk for custodial supplies (City wide)

- We will be installing new automatic towel dispensers throughout the Library at no cost for the introduction of a new paper towel from a different vendor (quality will remain the same with cost savings)

Invoicing and creating workorders as needed

Selected maintenance ticketing system to track work requests – Working to implement this new system during the first half of 2025