

## Building and Grounds Committee Report

### Facility Management:

Total of Work Hours for FY 24 – 133.9 hours without travel time

### Inspections Conducted at 620 Dakota in FY24:

AED Monthly Test – Patches Expire 11/2025

    Main Floor – Monthly Log

    Second Floor – Monthly Log

    CRC – Monthly Log

Backflow Test – May 2024

Fire and Safety Test - August 2024 (Sprinkler and Fire Extinguisher's)

Elevator Test – November 2024

### Drills Conducted at 620 Dakota in FY24:

Evacuation/Fire           October 2024

Bomb Threat             September 2024

Panic Button Test       July 2024

Tornado                 April 2024

### Major Projects Completed FY24:

Completed Planned Projects:

    Partial Painting

    Seal Coat Parking Lot

    Folding Wall Maintenance

    Update Building Access/Security System (Doors, Servers, etc.)

    Live Streaming/Encoder

Unplanned Projects:

    HVAC Repairs

    Repair Conference Room Wall Crack/Leak

### FY25 Planned Projects:

Per Budget Notes:

    Carpet – Portions of Tenant Area (Carpet Squares)

    Paint Conference Rooms and Halls

    Wood Fascia at Roof Edge – Repair and Paint – or - Replacement

### FY26 Project Planning:

Building Needs for Discussion:

    Seal coat parking lot

    CRC Bathroom Remodel

    HVAC repair/replace planning

    Evaluate Offices to Be Painted

    Review assessment report for future needs