

## FACILITIES and PARKS STATUS

December 14, 2015

- The Parks Department has been working on the Main Street Christmas Decoration project along with the Public Works Department. The City looks very festive.
- The main pump at the indoor pool is in need of a new drive shaft. Repairs will take place before the end of the year.
- A new security system has been installed in the Municipal Building. Card access is now required for entry after hours and the system will keep a record of who is in the facility.
- All mowing and athletic fields have been prepared for the winter season. Will look forward to the spring and getting them opened up again.
- We have put together an afterhours check lists of all the exterior lighting systems throughout the Parks and Facilities. Monthly inspections will be made so that maintenance can be performed as needed.
- The Facilities Department has been doing an assessment of all the facilities so that monthly, quarterly and annual projects can be stored and scheduled into the FMX system. **This project is ongoing.**
- The Parks Department has tilled the community garden and cleaned out the brush, it will be ready to start up again in the spring.
- Work has begun on this year's employee evaluations. Completion is due on November 20<sup>th</sup>. **The evals are complete and have been submitted.**

- We have discovered a roofing issue at the Town Hall that we need to address ASAP. The section of roof over the back stairwell and elevator has had some damage to the crown molding and parapet wall cap. **This project is ongoing and I expect completion within the next two weeks.**
- All air conditioning system in all facilities have been serviced and will be ready for the upcoming cooling season.
- The City has purchased a new mobile generator that can be dispatched and tied into any lift station in the City. We will also have a tie in for the Public Works Building to supply electricity in the event of a power outage.
- I have scheduled a cleaning at the Log House by our janitorial contractor, cleanings will be done quarterly.
- All Parks and Facility personnel have completed their required NIMS training.
- BWC did a tour of our facilities and made suggestions on what they would like us to do for safety concerns, we have completed the entire list. **We have completed this list of issues.**
- Participated in the shut down at the Rec Center and completed maintenance projects that are difficult to do will the building is occupied.