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MEMO

Date: 4-6-17

From: Bob Bachman

To: Mayor, Council Members

RE: Project Update

Attention, the following items require no action.

Projects-

City Hall – Substantially completed. There is some fine tuning going on, such as storage area. **Still working on some items.**

Fleet Software - We are getting ready to install the new fleet software in all the vehicles. This process will take several weeks to complete. **Installation is complete and working well.**

Senior Building – Wrought iron fence for the perimeter of the building will be built this winter and installed early spring. **Currently being designed. Material list is being compiled and will be ordered soon. Expected to be built and installed by mid-summer.**

Senior Building Lighting Upgrade - We are currently in the design phase of this project and tentatively plan on installing in January. This project will be coordinated with users of the senior building to ensure as little disruption as possible. **We have an inspection Friday with Idaho Power and should have it on the Council agenda soon.**

Energy Conservation and Efficiency – We will continue to monitor and document. We will be checking all city owned buildings for air leakage. The goal is to identify any problems or needs the buildings may need to increase efficiency and performance, which will ultimately save the city money. **We have begun the process of tracking the buildings, lights and well houses going back 2 years to create a base line so that we can see how improvements will affect the cost moving forward.**

Greenbelt Lighting - Phase one of this project is a continuation from last year. It will include converting the transformer on the Greenbelt to a usable source of energy; similar to what we did at Bernie Fisher. Once that is

complete, we will move towards phase two, which will include the installation of the Greenbelt lights from Swan Falls to Bridge Street. This will be a process that will be continuing through the remainder of the year. We will also be adding this to our Parks Standards and to our street light requirements. **We are ready to install phase one of the project. This will include converting the transformer to a viable power source (electrical cabinet). Light layout and design is currently underway. I anticipate starting this project in the next few weeks as weather allows.**

Construction Project Management Downtown Revitalization - This is an ongoing project. Estimated completion is 2020. **Getting ready for the bid process; construction will start soon after.**

Greenbelt Expansion - Starting in the spring of 2017, we will start excavating and constructing the new Greenbelt located behind Indian Creek School. This is a joint project between the Parks Department, Clerks Department, and Facilities Department. PM will be under the Facilities Department. **Retaining wall is built on the east end of the expansion and base layer has been installed. We are scheduled for asphalt the first week of May.**

Shelters – Facilities Department will be building and assisting the Parks Department and the local eagle scouts to build 8 new shelters. **Two structures currently under construction in Arbor Ridge park. These two shelters are complete other than the paint. I hope to start designing new shelters in the coming weeks.**

Parks Bathroom- In 2017 the Facilities Department will be working with the Parks Department to develop a design and construction schedule for the new bathroom. We will likely expect construction in the fall and spring of 2017- 2018. **No update.**

These items listed do not include our daily responsibilities and obligations as support staff to all departments.