

**Buildings and Grounds
Status Report
September 1, 2016 – September 7, 2016**

Buildings

- All trash has been picked up from all buildings.
- Buildings cleaned daily. In the process of stripping and waxing the Dominique Johnson floor.
- HVAC checked daily in all buildings and filters changed as needed.
- Delivered packages to various offices from the Finance Office.
- Picked up recycling schedules from County Print Shop and delivered to Tax Collector's Office.
- Painted police and courtroom exterior doors to prevent rust.
- Vacuumed condensation pan on BMIA air conditioner.
- Removed and installed bulletin board in the main office of the Municipal Bldg.
- Fixed air conditioning at Dominique Johnson.
- Dropped off television from Police Records to Senior Center.
- Added water to the pond.
- Delivered 15 boxes of paper from Finance to Public Works.
- Fixed air conditioning at Library.
- Installed file bin in Public Works office.
- Received quote from Arctic to replace compressor motor on ac unit at the Senior Center. Should be done before the end of the week.
- Scheduled Cintas to do annual hood suppression for the stove at the Senior Center
- Started painting the deck at the Senior Center
- Repaired and resodered water lines to a hallway heater in the Municipal building
- Reset the humidifier on the roof top unit of the courtroom
- Repaired the outside condensing unit at the Nesbit concession building
- Moved filing cabinets in the Finance department
- Patched the concrete sidewalks on the police side to prevent tripping hazards
- Started weed whacking and cleaning up the dpw yard

Parks

- Trash picked up from all parks/beaches on a rotating basis.
- Grass cutting and weed whacking at all parks on a rotating basis.
- Cleaned up DPW Yard.
- Mulched Nesbit Park.
- Weed whacked impound lot.
- Removed watering bags from trees at Nesbit and stored them in the Mirror Lake concession building
- Repaired matting at Imk park

Miscellaneous

- Removed tent and other items from behind the library again and put them by Peebles dumpster per the police.
- Removed bike and took to police impound per police
- Met tree contractor at 10 Maricopa and 216 W. Virginia to have trees removed for code enforcement vacant properties
- Cut and cleaned up three code properties: 2030 Hanover Blvd., 704 Vine Street and 112 Hargrove Ave.
- Alarm system has been installed at Mirror Lake Lifeguard building and is up and functioning
- Gave spare key to the Contractor that is doing the asbestos removal at the PL firehouse
- Still repainting the recycling dumpsters outside of the dpw yard