

Facilities Manager Report

July 2018

With the dissolution of the Friends of the Commons I have worked with our insurance company and developed a volunteer agreement that will cover the by donation classes, so they can continue the way they have. All proceeds received will then come to the City.

On the 6th of July Florence heating was out and serviced our ductless units as well as showed me what can be and should be done to care for the units to prolong their life and efficiency. I will be receiving an estimate for the cost of the units needed for City Hall and Council chambers.

I have spoken to Aaron from Northwest Roofing and we are still looking good for a start on the 23rd of this month. There should also be minimal effect on the day to day business that occurs in the building.

We have received from Alsea Bay \$8,500.00 for the replacement of the faulty flooring in the Multi-Purpose room. I have received to bids and am working on a third for the cost to have it redone with the appropriate material.

The locks for the Pavilion have been installed. I am still working on a schedule for hours that it will be open for use. There is a key in City Hall if someone would like to use it and it has not been unlocked during business hours.

Public Works has begun the process for the mending of the cracks in the floor at the 501 building according to the engineer's specs.

Respectfully Submitted

Heather Hoen