



FIELD OPERATIONS MEMORANDUM

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Date: June 1, 2021
To: Honorable Mayor and Council
From: Michelle Woytenko, Director, Field Operations
Subject: Response to Council Item of Special Interest: Facility Maintenance in
Neighborhoods

This memorandum is in response to a Council Item of Special Interest (CIOSI) raised by Council Member Tolmachoff at the April 27, 2021 City Council Workshop requesting staff to draft a policy for facility maintenance for those facilities located within residential neighborhoods.

Scoping Statement

There has been deferred maintenance at city facilities in the past due to tight overall available funds. As funding becomes available, priorities need to be based on criticality of the building and the system component. A mechanism for ranking or accelerating deferred maintenance at those buildings in close proximity to residential properties would help with the neighborhood aesthetics.

Goal

To get Council direction on staff completing an amendment to the Building Asset Philosophy to add the aesthetics of city-owned buildings in residential neighborhoods.

Deliverables

Upon consensus from the Council, the deliverable for this CIOSI may consist of the following:

- Adding a matrix scoring system within the Building Asset Philosophy to provide for increased maintenance in support of exterior aesthetics based on proximity to residential property
- Program to address exterior enhancements

Timeline

Staff will present to Council at a fall 2021 Workshop

Administration

Field Operations staff time required to complete the work is expected to be 60-80 hours. This project will likely require coordination between the Field Operations, Public Facilities, Recreation & Special Events and Public Safety.