ED To-Do List
August 2018
8.8.18

CAPITAL PROJECTS

Minnesota Grove
✓ Completed work on north path extension
  ◦ Working on additional lighting options
  ◦ Overseeing sprinkler system repair
  ◦ Working with DPW on south path extension plans
✓ Got estimates for tree pruning

Progress Fitness
✓ Executed contract for installation
  ◦ Working on installation schedule (likely first half of September)

Caltrain SB Station Entrance
  ◦ Working with Fletcher Studio on tweaks to the construction documents and specifications, expect final drawing and specs
  ◦ Ongoing discussion with potential contractors
  ◦ Got another layer of approvals from Caltrain
  ◦ Started formal Caltrain approval process

Caltrain NB Station Entrance/Multimodal Hub
  ◦ Reached agreement with SFMTA, DNA, Boosters on configuration for bus, car pick up and drop off and motorcycle, scooter and bike parking.
  ◦ Supporting legislation to codify the parking and curb designation changes
  ◦ Got estimates from asphalt coating contractor for topping new scooter bays
  ◦ Working with DPW on streetscape improvements related to the Hub

Tennessee @ 25th
✓ Got estimates for tree removal, curb reconfiguration and planting

Benches
✓ Working on estimates for remaining work: dog station, trellis replacement, bench installation

Minnesota South
  ◦ Working with DPW on street, sidewalk and crosswalk improvements

22nd Street
  ◦ Working with Janet on restoration of the Piccino bulb

Angel Alley
  ◦ Working with Susan on a lighting project
  ◦ Have a request for planting infill

MAINTENANCE

Revised Schedule
  ◦ Working with landscape contractor to phase in new schedule and route

ADMIN

Reporting
  ◦ Worked on the 2017/18 Annual Report: gathering images, text, content

Financial
✓ Continued close out of FY 2017/18
COMMUNICATIONS

Monthly

✓ Wrote and processed images for the monthly blast