



# Memorandum

---

To: Mayor and City Council Members

Cc: Daniel Buchholtz, City Administrator

From: Wanda Brown, Deputy City Clerk

Date: March 28, 2024

Subject: City Hall Renovation/Expansion Project Update

I wanted to provide a brief update on the City Hall renovation and expansion project:

- **Progress:** The renovation and expansion project are proceeding according to schedule. Construction crews have dug, formed and poured footings for parts of phase one. The crew has expanded the temporary wall in the City Hall entrance in order to begin demolition on Council Chamber B.
- **Timeline:** Construction remains on track to completed by the projected deadline. Despite encountering some minor challenges along the way, the construction crew is working diligently to ensure that the renovation and expansion are completed efficiently and effectively.
- **Communication:** Regular updates will continue to be shared with all staff members to keep everyone informed about the project's progress and any upcoming milestones. Please don't hesitate to reach out if you have any questions or concerns.

Thank you for your ongoing cooperation and patience as we work to enhance our City Hall facilities. If you should have any questions please let us know.