



MEMORANDUM

Department of Public Works

To: Tom Williams, City Manager
From: Nina Hawk, Public Works Director *N.H.*
Subject: Public Works Activity Report – August 2016
Date: September 12, 2016

Events, Training, and Coordination

- Personal Protective Equipment 8/11 (Fleet)
- Maintenance Connect 8/16 (Dept-wide)
- Quality Control upon completion of PM or repair 8/25 (Fleet)

Maintenance & Operations Productivity

- Public Works Customer service requests responded to: 191
- Emergency call backs responded to (not included in above total) 0
- Facilities maintenance service requests responded to: 53

Facilities Maintenance

- Service calls for mechanical/electrical/plumbing repairs 0/13/12
- Facility Set-Ups/Office Furniture 4/1
- Door-Lock Service Calls 4

Streets/Traffic Maintenance

- Graffiti removal service responses 7
- Street pothole repair responses 64
- Sign repairs & new installations 10
- Street lights maintained/repaired 4577/85
- Traffic signals maintained/repaired 71/33
- Underground electrical power locates 145

Utility Maintenance

- Pump station repairs (water/storm/sewer) 7/9/1
- Water/storm water samples collected and analyzed 190/0
- Water meters set/replaced/repared 0/4/3
- Water line repairs 13
- Fire hydrants serviced/repared/replaced 0/0/1
- Backflow devices tested/repared 0/0
- Sewer line cleaned 16,140 ft
- Storm drain catch basins cleaned/inspected 6/0
- Storm line cleaned 0
- Underground utility locates 85

Parks and Street Landscaping Contract Maintenance

- Street trees planted/removed 0/5
- Street trees pruned 3
- Street trees inspected 50
- Street trees stump grinded 6
- Roots pruned 2
- Red curb 385'
- Weed abatement acreage 7 acres

Fleet Maintenance

- Repair Orders Completed 72
- Preventative Maintenance 81
- Units in Service 600