

# MEMORANDUM

## Department of Public Works



To: Tom Williams, City Manager  
From: <sup>721</sup> Nina Hawk, Public Works Director  
Subject: Public Works Activity Report – May 2016  
Date: June 10, 2016

### Events, Training, and Coordination

- Hazardous Waste Generator 5/5 (Fleet Maint)
- Vactor Training – 4 hrs. 5/5 (Utilities)
- General Shop Safety 5/19 (Fleet Maint)

### Maintenance & Operations Productivity

- Public Works Customer service requests responded to: 107
- Emergency call backs responded to (not included in above total) 0
- Facilities maintenance service requests responded to: 30

### Facilities Maintenance

- Service calls for mechanical/electrical/plumbing repairs 0/0/3
- Facility Set-Ups/Office Furniture 1/0
- Door-Lock Service Calls 0

### Streets/Traffic Maintenance

- Graffiti removal service responses 5
- Street pothole repair responses 45
- Sign repairs & new installations 6
- Street lights maintained/repaired 4581/26
- Traffic signals maintained/repaired 71/23
- Underground electrical power locates 137

### Utility Maintenance

- Pump station repairs (water/storm/sewer) 3/2/3
- Water/storm water samples collected and analyzed 193/0
- Water meters set/replaced/repared 0/20/2
- Water line repairs 4
- Fire hydrants serviced/repared/replaced 4/1/0
- Backflow devices tested/repared 0/0
- Sewer line cleaned 33,415 ft
- Storm drain catch basins cleaned/inspected 0/0
- Storm line cleaned 0
- Underground utility locates 143

### Parks and Street Landscaping Contract Maintenance

- Weed control program (seasonal work outside of parks) (David) 200 hrs
- Street trees planted/removed 0/4
- Street trees pruned 11
- Street trees inspected 19
- Street trees stump grinded 0
- Turf mowed 500 acres
- Weed abatement acreage 6 acres

Fleet Maintenance

- Repair Orders Completed 70
- Preventative Maintenance 77
- Units in Service 597