

MEMORANDUM

Department of Public Works



To: Tom Williams, City Manager
From: Nina Hawk, Public Works Director *N.H.*
Subject: Public Works Activity Report – January 2017
Date: February 9, 2017

Events, Training, and Coordination

- SSMP/OERP Training 01/10/17
- Wet weather driving 01/12/17
- Tire safety 01/26/17

Maintenance & Operations Productivity

- Public Works Customer service requests complete: 307
- Emergency call backs responded to (not included in above total) 0
- Facilities maintenance service requests responded to: 65

Facilities Maintenance

- Service calls for mechanical/electrical/plumbing repairs 2/1/6
- Facility Set-Ups/Office Furniture 13/1
- Door-Lock Service Calls 0
- Lights replaced 8
- Misc. 11

Streets/Traffic Maintenance

- Graffiti removal service responses 63
- Special service requests: homeless 19
- Street pothole repair responses 0
- Sign repairs & new installations 40/17
- Street lights maintained/repaired 4577/13
- Traffic signals maintained/repaired 71/40
- Underground electrical power locates 218

Utility Maintenance

- Pump station repairs (water/storm/sewer) 3/6/0
- Water/storm water samples collected and analyzed 163/0
- Water meters set/replaced/repaired 0/3/0
- Water line repairs 12
- Fire hydrants serviced/repaired/replaced 25/0/0
- Backflow devices tested/repaired 1/1
- Sewer line cleaned 46,121 ft
- Storm drain catch basins cleaned/inspected 5/5
- Storm line cleaned 124
- Underground utility locates 139

Parks and Street Landscaping Contract Maintenance

- Street trees planted/removed 0/15
- Street trees pruned 99
- Street trees inspected 161
- Street trees stump grinded 0

- Roots pruned 0
- Curb painted (blue) 20'

Fleet Maintenance

- Repair Orders Completed 75
- Preventative Maintenance 68
- Units in Service 609