

MEMORANDUM

Department of Public Works



To: Steve Pangelinan, Acting City Manager
From: Nina Hawk, Public Works Director *N.H.*
Subject: Public Works Activity Report – June 2017
Date: July 12, 2017

Events, Training, and Coordination

- Drugs and Alcohol in the workplace 6-1-17
- CA Hazmat Communication Regulations 6-15-17
- Union Sanitary Vapor Rooter Demo 6-7-17
- OCT Academy Eater Distribution Classes 6-13,14,20,21,27-17

Maintenance & Operations Productivity

- Public Works Customer service requests complete: 269
- 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 3/12/4
- Facility Set-Ups/Office Furniture 19/1
- Door-Lock Service Calls 2
- Lights replaced 2
- Misc. 12

Streets/Traffic Maintenance

- Graffiti removal service responses 1
- Special service requests 39
- Street pothole repair responses 7
- Sign repairs & new installations 4/1
- Street lights maintained/repaired 11/0
- Traffic signals maintained/repaired 23/3
- Underground electrical power locates 270

Utility Maintenance

- Pump station repairs (water/storm/sewer) 2/3/1
- Water/storm water samples collected and analyzed 163/0
- Water meters set/replaced/repaired 0/5/2
- Water line repairs 6
- Fire hydrants serviced/repaired/replaced 0/0/0
- Backflow devices tested/repaired 0/0
- Sewer line cleaned 2,850, ft
- Storm drain catch basins cleaned/inspected 0/0
- Storm line cleaned 0 ft
- Underground utility locates 43

Parks and Street Landscaping Contract Maintenance

- Street trees planted/removed 0/19
- Street trees pruned 30

- Street trees inspected 24
- Street trees stump grinded 0
- Roots pruned 0
- Curb painted 0'
- Weed abatement (# of locations) 15
- Dump Run/Debris Pick up 23

Fleet Maintenance

- Repair Orders Completed 59
- Preventative Maintenance 56
- Units in Service 628