

MEMORANDUM

Department of Public Works



To: Tom Williams, City Manager
From: Nina Hawk, Public Works Director *N.H.*
Subject: Public Works Activity Report – March 2017
Date: April 10, 2017

Events, Training, and Coordination

- Hybrid Vehicle Servicing Safety 03/09/17
- OSHA portable fire extinguishers 03/23/17
- Tree Care Work

Maintenance & Operations Productivity

- Public Works Customer service requests complete: 237
- Emergency call backs responded to (not included in above total) 0
- Facilities maintenance service requests responded to: 70

Facilities Maintenance

- Service calls for mechanical/electrical/plumbing repairs 0/0/8
- Facility Set-Ups/Office Furniture 14/2
- Door-Lock Service Calls 2
- Lights replaced 6
- Misc. 19

Streets/Traffic Maintenance

- Graffiti removal service responses 43
- Special service requests 37
- Street pothole repair responses 72
- Sign repairs & new installations 19/31
- Street lights maintained/repaired 18/28
- Traffic signals maintained/repaired 34/6
- Underground electrical power locates 227

Utility Maintenance

- Pump station repairs (water/storm/sewer) 5/5/0
- Water/storm water samples collected and analyzed 163/0
- Water meters set/replaced/repaired 0/12/0
- Water line repairs 8
- Fire hydrants serviced/repaired/replaced 14/1/0
- Backflow devices tested/repaired 0/0
- Sewer line cleaned 55,644 ft
- Storm drain catch basins cleaned/inspected 25/25
- Storm line cleaned 4,380 ft
- Underground utility locates 237

Parks and Street Landscaping Contract Maintenance

- Street trees planted/removed 0/11
- Street trees pruned 19
- Street trees inspected 7
- Street trees stump grinded 0

- Roots pruned 0
- Curb painted 0
- Weed abatement (# of locations) 19

Fleet Maintenance

- Repair Orders Completed 78
- Preventative Maintenance 94
- Units in Service 610