

# MEMORANDUM

## Department of Public Works



To: Tom Williams, City Manager  
From: Nina Hawk, Public Works Director *n.h.*  
Subject: Public Works Activity Report – June 2016  
Date: July 8, 2016

### Events, Training, and Coordination

- Hot weather; heat related illnesses 6/02 (Fleet Maint)
- Tire safety; date codes 6/16 (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 0
- Street pothole repair responses 21
- Sign repairs & new installations 5
- Street lights maintained/repaired 4577/59
- Traffic signals maintained/repaired 71/37
- Underground electrical power locates 171

### Utility Maintenance

- Pump station repairs (water/storm/sewer) 4/6/5
- Water/storm water samples collected and analyzed 163/0
- Water meters set/replaced/repaired 0/12/2
- Water line repairs 8
- Fire hydrants serviced/repaired/replaced 5/0/0
- Backflow devices tested/repaired 0/0
- Sewer line cleaned 39,181 ft
- Storm drain catch basins cleaned/inspected 0/0
- Storm line cleaned 0
- Underground utility locates 192

### Parks and Street Landscaping Contract Maintenance

- Weed control program (seasonal work outside of parks) (David) 200 hrs
- Street trees planted/removed 0/6
- Street trees pruned 0
- Street trees inspected 45
- Street trees stump grinded 4
- Turf mowed 500 acres
- Weed abatement acreage 3 acres
- Curbs painted 45 feet

Fleet Maintenance

- Repair Orders Completed 68
- Preventative Maintenance 71
- Units in Service 599