

MEMORANDUM

Department of Public Works



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

Events, Training, and Coordination

- Public Works Week 5/24/17
- Air Brake Safety 05/04/17
- Back up our repair data 05/18/17
- PG&E Training

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 6
- Special service requests 51
- Street pothole repair responses 7
- Sign repairs & new installations 0/0
- Street lights maintained/repaired 2/0
- Traffic signals maintained/repaired 19/0
- Underground electrical power locates 314

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 0/5/1
- Water line repairs 5
- Fire hydrants serviced/repaired/replaced 0/0/0
- Backflow devices tested/repaired 0/0
- Sewer line cleaned 46,348 ft
- Storm drain catch basins cleaned/inspected 0/0
- Storm line cleaned 0 ft
- Underground utility locates 265

Parks and Street Landscaping Contract Maintenance

- Street trees planted/removed 0/19
- Street trees pruned 45
- Street trees inspected 6

- Street trees stump grinded 0
- Roots pruned 2
- Curb painted 15'
- Weed abatement (# of locations) 14

Fleet Maintenance

- Repair Orders Completed 57
- Preventative Maintenance 72
- Units in Service 626