

Public Works Department Monthly Report May 2018

Lance Henrie
Public Works Director/Assistant City Engineer

PUBLIC WORKS ADMINISTRATION

MONTHLY OPERATIONS:

- Maintain Public Works Blue Stakes
- Administration of reports and Sharepoint Database: Check Requests, Right of Way Permits, Department Schedules, Citizen Requests, Filing, Monthly Inspections, P-Card Coordination, Employee Timesheets, Overtime Database, On Call/Call Out Logs, Vehicle/Equipment Timesheets, Equipment Calendar, Absence Requests, Division Safety Trainings, Employee Driver License Verification, Commercial Driver License Medical Physicals, Work Orders, Arizona Department of Environmental Quality Burn Permits, Special Event Time and Material Costs.
- Cemetery business and administration of cemetery property, new deeds, burials, permits, database, etc.
- Capital Improvement Project reviews and discussions
- Division Budget and Department Head planning meetings
- Street Division, Maintenance I Interviews
- Special Events Committee meeting
- Meet & Greet and interviews for Planning and Community Development applicants
- ADA discussions with David Sauders of the Eastern Arizona Courier
- Short Span Steel Bridge webinar
- Graham County Community Investment Committee Training

WORK ORDERS:

Received: 15

Resolved: 5

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

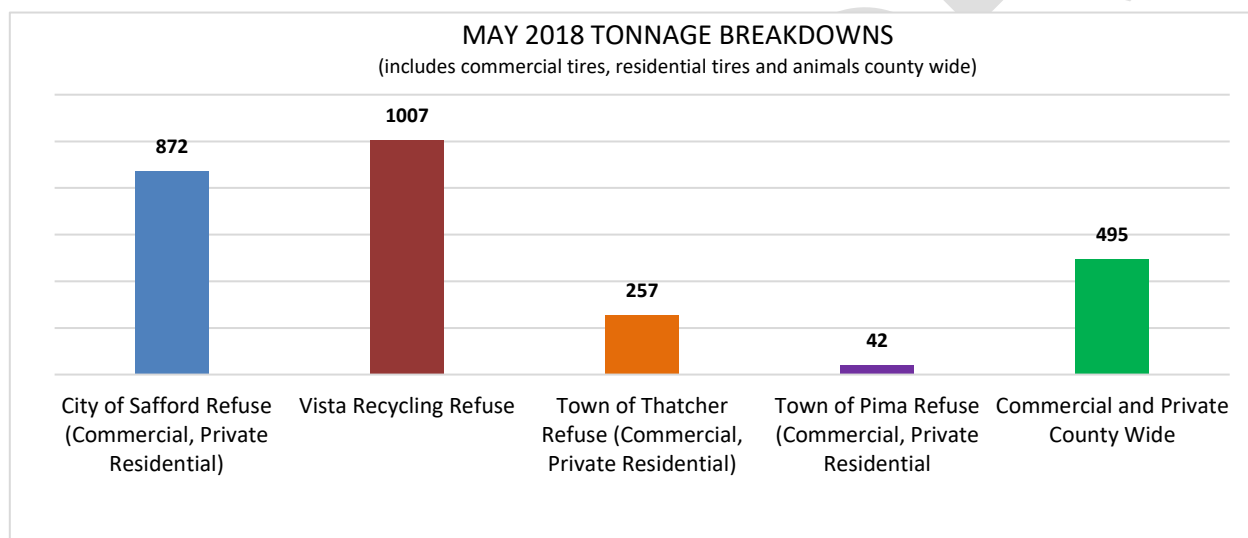
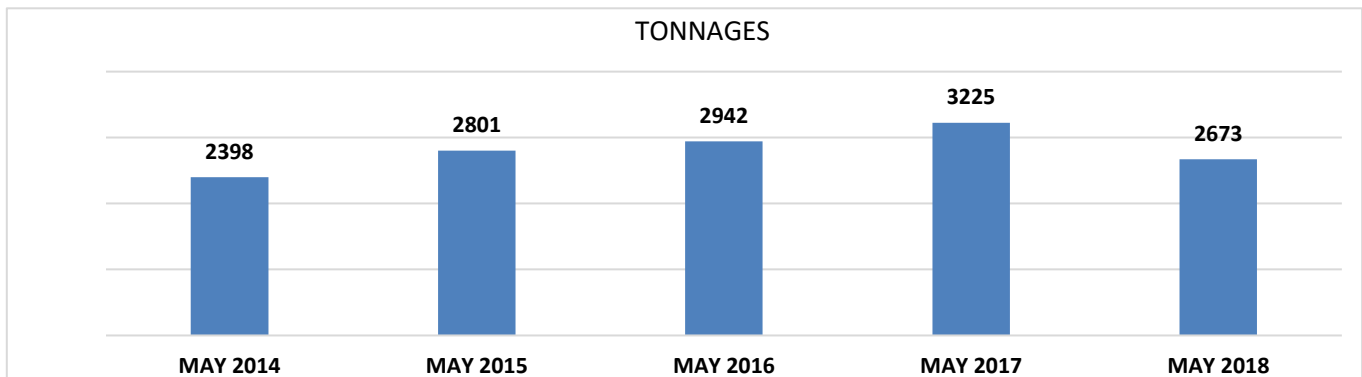
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Completed painting the Library, installed tile in entryway, began building Council Dias
- Resolved Work Orders city wide

WORK PLANNED FOR JUNE:

- Monthly air filter and fire extinguisher inspections
- Work on bids for upcoming projects
- Complete building of Council Dias
- Pour footings for new bridge across Highline Canal
- Assist with pouring light pole base foundations on 20th Avenue median

LANDFILL DIVISION

Employees: 2, Inmate(s): 1



- Green Waste: 23.86 Tons
- Number of tires (County wide) delivered to Landfill: 62
- Number of large and small animals delivered to Landfill: 20
- Landfill continues to utilize inmates to clean up windblown litter and maintenance on the property

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Annex fountain repairs completed – new coating and lighting installed
- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Safford Pool opened up for summer
- Wells at 14th Avenue soccer field repaired/replaced
- Continue trimming Mesquite trees at the Archery Range
- Began work on Airport grounds per annual inspection report

WORK PLANNED FOR JUNE:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue Airport cleanup per annual inspection report
- Repair Trap Pit thrower at Dry Lake
- Assist with pouring light pole base foundations on 20th Avenue median

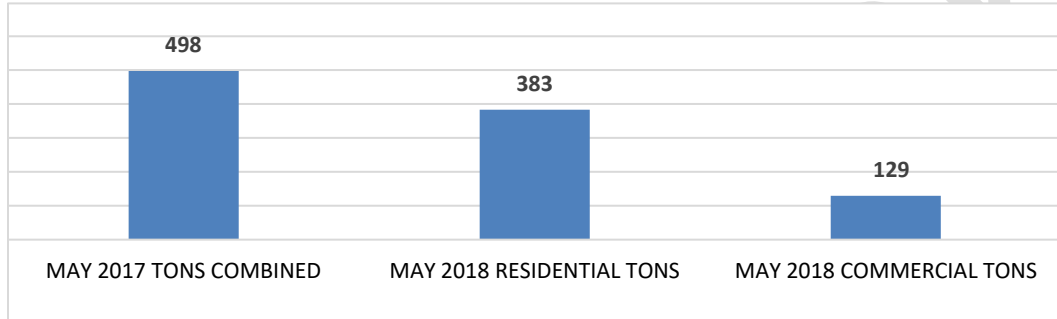
SANITATION DIVISION

Employees: 5, Inmates: 2

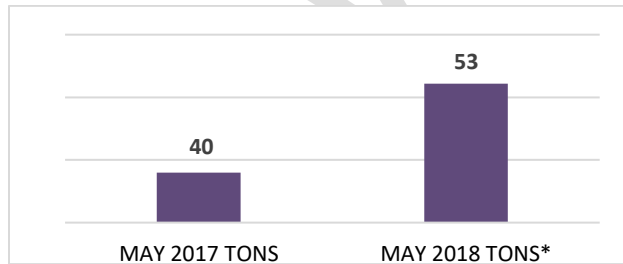
• **WORK ORDERS:**

Received: 33
 Resolved: 33
 Repairs/Replacements: 17

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



* Includes Safford, Town of Thatcher, Graham County and Pima

• **Friedman Recyclables Current Market Value:**

2017

- July: \$25.00/Ton
- August: \$15.00/Ton
- September: \$ 1.00/Ton
- October: \$ 1.00/Ton
- November: \$ 1.00/Ton
- December: \$ 1.00/Ton

2018

- January: \$ 1.00/Ton
- February: \$ 1.00/Ton
- March: \$ 1.00/Ton
- April: \$ 1.00/Ton
- May: \$ 1.00/Ton

• **Town of Thatcher Recycling Tonnage: (Recycling Campaign began in July 2017)**

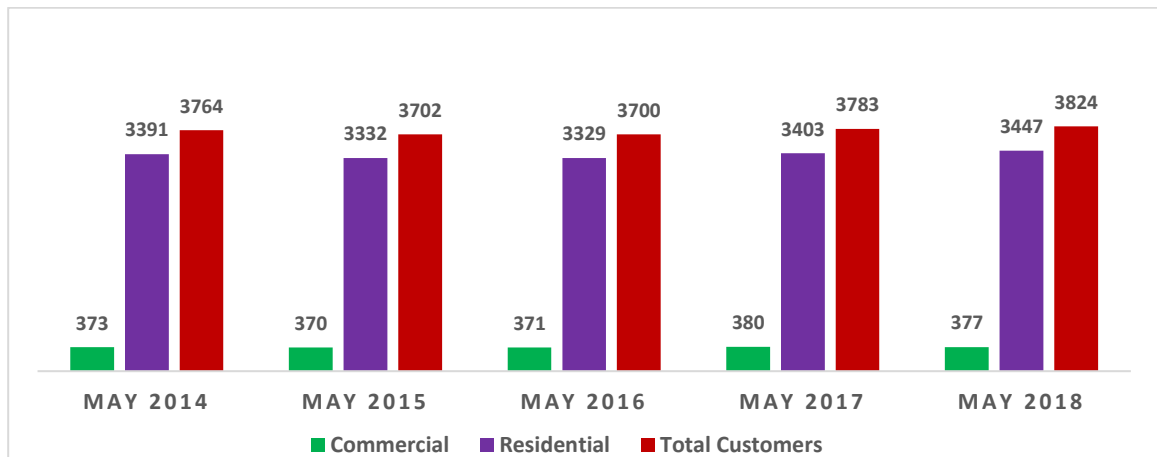
2017

- July: 2.32 Tons
- August: 4.63 Tons
- September: 3.91 Tons
- October: 3.46 Tons
- November: 5.00 Tons
- December: 4.26 Tons

2018

- January: 4.02 Tons
- February: 4.56 Tons
- March: 5.68 Tons
- April: 5.63 Tons
- May: 4.66 Tons

SANITATION CUSTOMERS
(Residential and Commercial)



STREET DIVISION

Employees: 9, Inmates: 4

WORK COMPLETED:

- Completed Windsor pipe project
- Pressure washed thermals after fog sealing project
- Assisted Landfill and Sanitation with staff coverage
- Continue spraying, cutting weeds and trimming trees on City Right of Ways
- Worked on ADOT Retention Pond head gate
- Striped stop and parking blocks and arrows at railroad crossings and intersections
- Attended out of town safety training
- Worked on Gila Avenue and Branding Iron Road in preparation for chip sealing
- Completed slurry on south side of pipe at ADOT Retention Pond
- Dugout and worked on base at old Reclamation Pond
- Began Chip Sealing project on various streets
- Double chip coat on several streets applied in various areas
- Continue alley and retention pond maintenance, and sprayed weeds at Graveyard Wash

WORK PLANNED FOR JUNE:

- Strip parking stalls downtown
- Clean Boot Truck and prepare for storage after Chip Sealing completed
- Extend turn bar and burn in thermals on Discovery Park Blvd
- Assist Landfill with staff coverage on Saturdays and Sanitation during the week
- Continue clearing brush and sage along Graveyard Wash
- Hot mix for Utilities Division in various locations
- Grout sidewalk on Gila Avenue
- Slurry north end of pipe at ADOT Retention Pond
- Assist contractor with wet well construction at old Reclamation Pond