

Public Works Department Monthly Report June 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
- Wayne Rosendahl – Owens Manor Meeting
- Landfill Equipment Operator and Facility Maintenance worker interviews and selections
- On site meeting regarding South 20th Avenue lighting and landscaping project
- Meeting with Conco Concrete for Relation Street sidewalk project close out
- Goals, Objectives and Actions

WORK ORDERS:

Received: 18

Resolved: 12

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

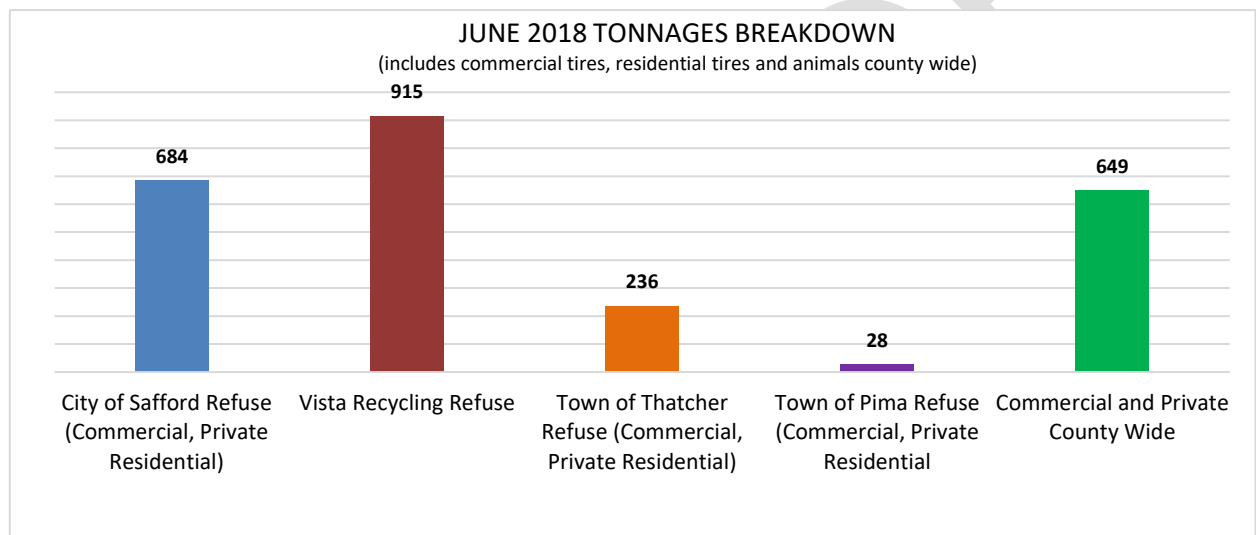
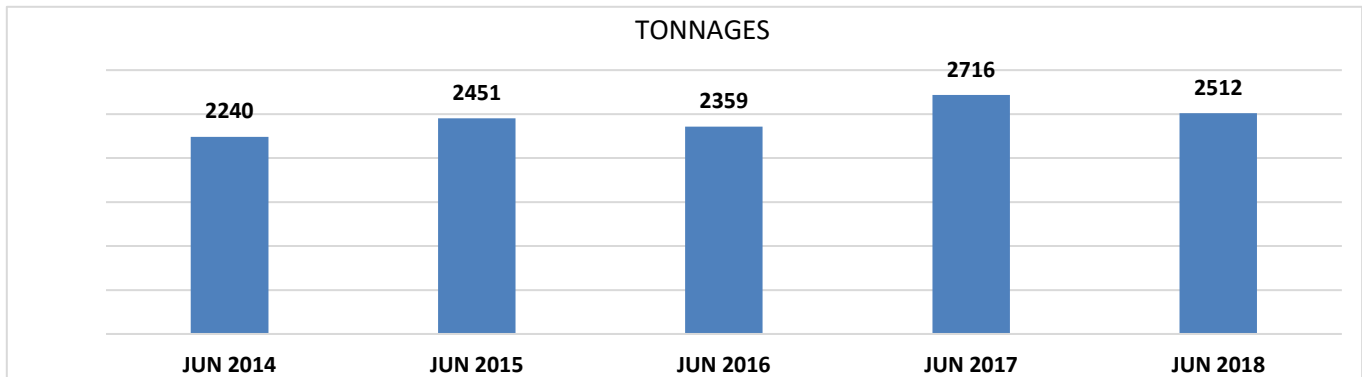
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Completed Council Dias
- Completed head wall on 15th Street
- Finished footings for walking bridge across canal
- Completed footings for lights on 20th Avenue median
- Completed interviews and filled Facility Maintenance position

WORK PLANNED FOR JULY:

- Monthly air filter and fire extinguisher inspections
- Work on bids for upcoming projects
- Work on leak from vent in downstairs Annex bathroom
- Continue monthly building, HVAC filters and fire extinguisher inspections
- Work on bids and plans for upcoming new projects

LANDFILL DIVISION

Employees: 3



- Green Waste: 28.02 Tons
- Tires (County wide) delivered to Landfill: 3040 Tires

PARKS AND CEMETERY DIVISION

Employees: 5 (1 Vacant), Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Repaired curbs at Cemetery
- Installed new fill line on the Annex fountain
- Trimmed mesquite trees at Shady Grove
- Assisted with installation of light pole bases on 20th Avenue median
- Began work on Airport grounds per annual inspection report
- Repaired vandalized sprinkler heads broken off at Annex and City Hall and Firth Park

WORK PLANNED FOR JULY:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue Airport cleanup per annual inspection report
- Install new powered timers at Walgreens and Motor Vehicle Division
- Fertilize city lawns
- Prepare for Parks Maintenance interviews (1 position open)

SANITATION DIVISION

Employees: 5, Inmates: 2

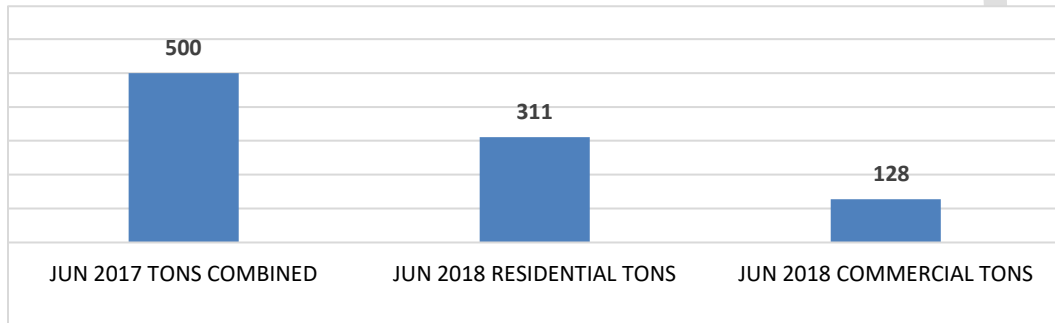
- WORK ORDERS:**

Received: 23

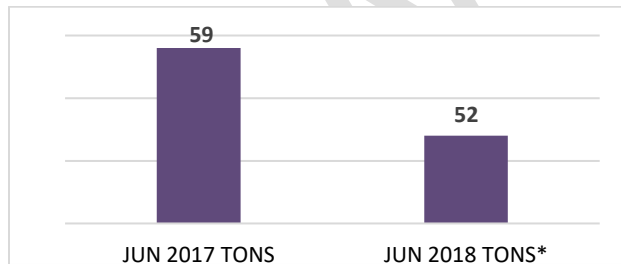
Resolved: 21

Repairs/Replacements: 12

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



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

- Friedman Recyclables Current Market Value:**

2017 Rebate

- 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 Rebate

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

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

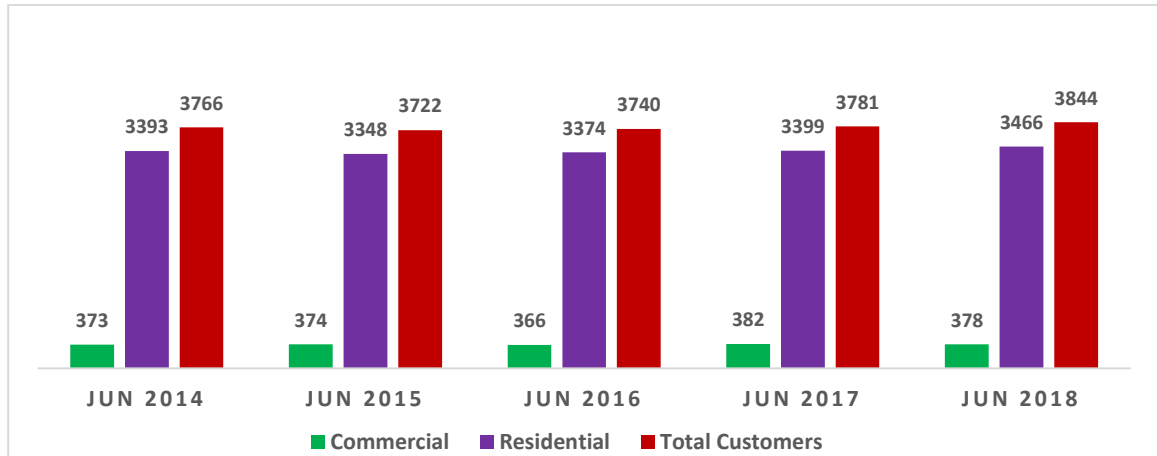
2017

- 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: 4.68 Tons
- April: 5.63 Tons
- May: 4.66 Tons
- June: 4.69 Tons

SANITATION CUSTOMERS
(Residential and Commercial)



STREET DIVISION

Employees: 9, Inmates: 4

WORK COMPLETED:

- Hot-mix patch repairs on Discovery Park Blvd, Hwy 191, Hwy 70 and Thatcher for Utilities Division
- Swept float from chip sealed streets
- Removed valves and manhole covers after chip sealing
- Weed sprayed Graveyard Wash and Quail Ridge tank area
- Striped stop blocks along Hwy 70 and downtown parking stalls
- Trimmed back Oleanders on City ROW along Hollywood Road
- Assisted Sanitation and Landfill Divisions
- Dug footers, backfilled around pedestals and tamped for new walk bridge install at Highline Canal
- Graded alley and assisted CKC with traffic control and hot-mix during trail work behind Tucson Street for trail extension
- Installed fence posts along City ROW at Gonzales property on East 4th St.
- Grouted sidewalks on Gila Avenue by The Plank
- Dug out Windsor Ditch, lined with rock and slurried
- Continue tree trimming on City Right of Ways
- Slurried north end of pipe at ADOT Retention Pond

WORK PLANNED FOR JULY:

- Prep for centerline striping citywide
- Prepare for monsoon rains, cleaning retention ponds, gutters, ditches and alleys
- Work 4th of July Parade Special Event
- Fill in potholes citywide
- Complete sign inventory
- Continue trimming trees and bushes on City Right of Way
- Add millings to various locations on E. 8th Street shoulder
- Remove palm tree on 11th Avenue and Main Street ROW that is creating a falling hazard