

Public Works Department Monthly Report July 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
- Church Street Preconstruction Meeting
- Parks Maintenance Interviews
- Special Events Committee meeting

WORK ORDERS:

Received: 28

Resolved: 25

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

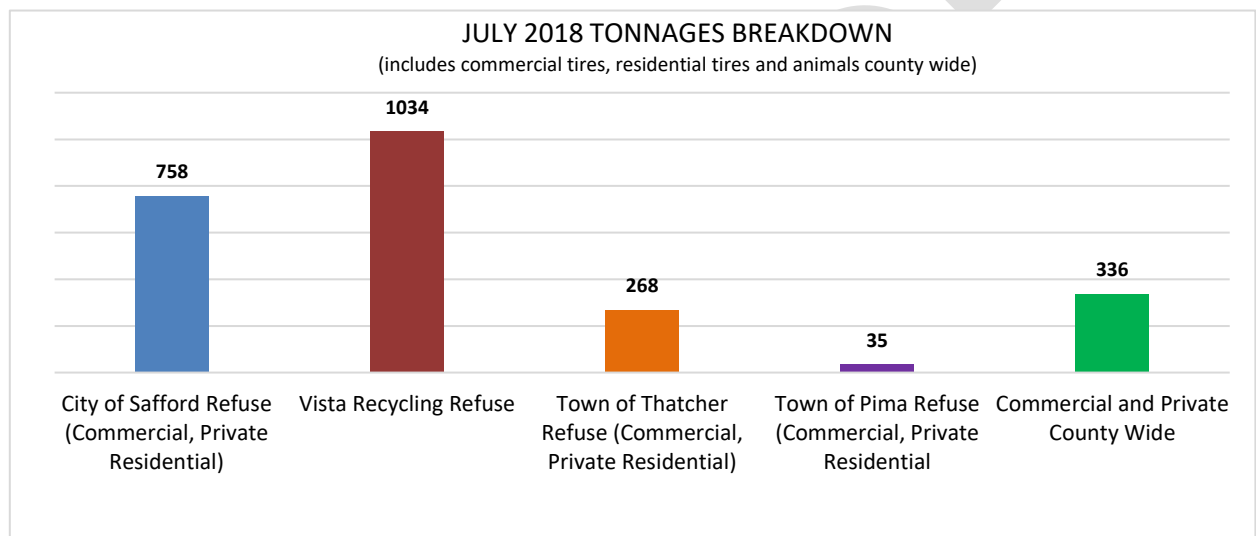
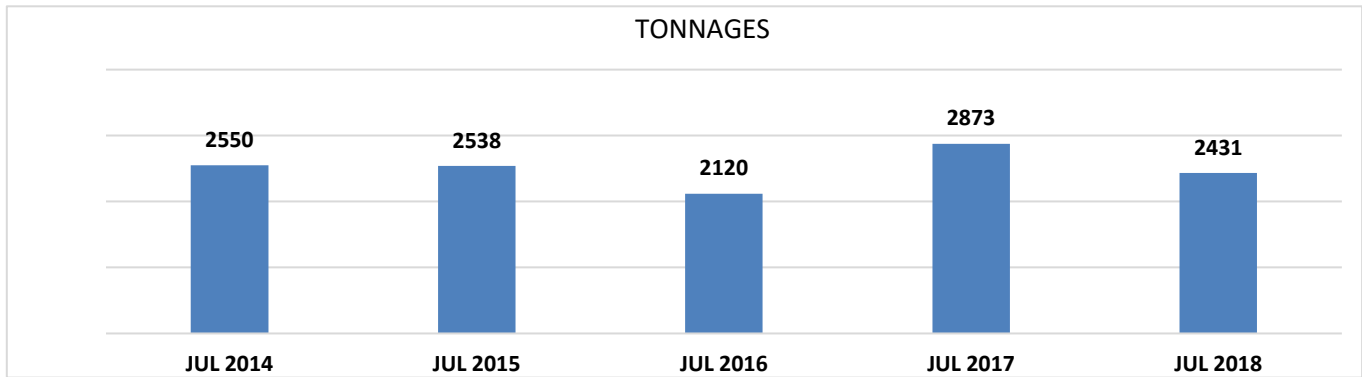
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Repaired leaking A/C vent in Annex restroom
- Completed OSHA 30 certification training
- Began Public Works chemical inventory for Safety Data Sheet online program
- Completed driveway apron cement pours at Dorothy Stinson School

WORK PLANNED FOR AUGUST:

- Monthly air filter and fire extinguisher inspections
- Work on bids and plans for upcoming projects
- Continue Public Works chemical inventory for Safety Data Sheet online program

LANDFILL DIVISION

Employees: 4, Inmate(s): 1



- Green Waste: 28.91/Tons
- Tires (County wide) delivered to Landfill: 2,560 Tires (1.28/Tons)

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue cleaning Airport grounds per inspection
- Repaired vandalized fencing on south side of Camilla Circle
- Trimmed trees and shrubs along Shared Use Path
- Fertilized City lawns
- Working on RC Airstrip plans (Capital Project)
- Installed new powered watering timers at Walgreens and MVD

WORK PLANNED FOR AUGUST:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue Airport cleanup per annual inspection report
- Install electrical conduit and irrigation pipe on 20th Avenue median
- Plan remodel of La Tierra Pocket Park (Capital Project)
- Start work on cemetery water lines (Capital Project)

SANITATION DIVISION

Employees: 5, Inmates: 2

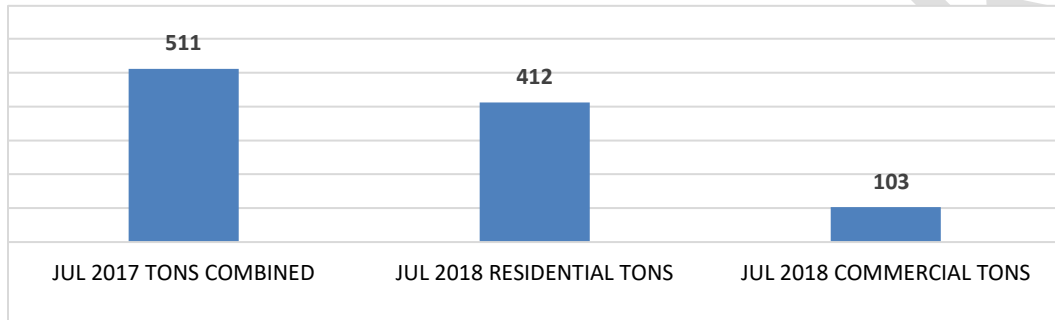
• **WORK ORDERS:**

Received: 42

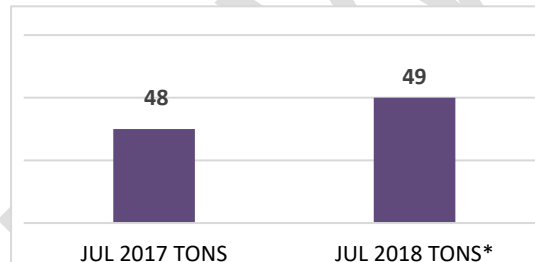
Resolved: 42

Repairs/Replacements: 23

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



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

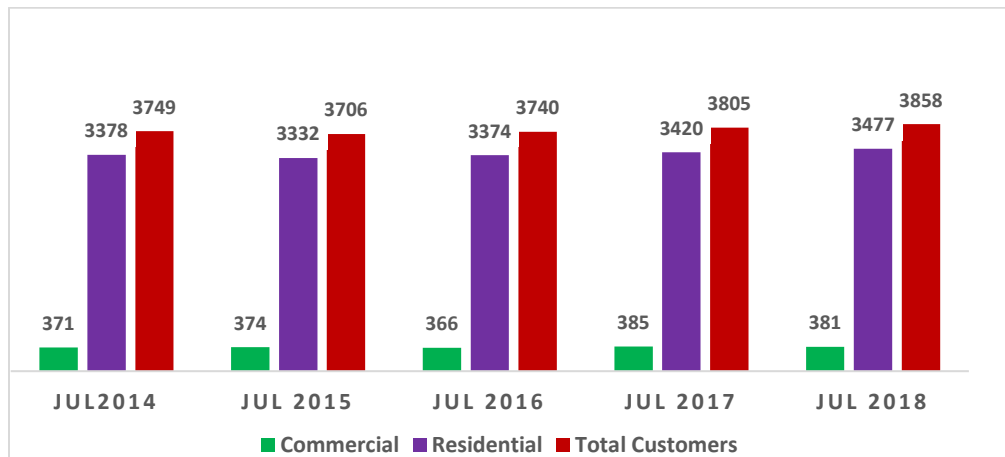
FRIEDMAN RECYCLING MONTHLY REBATE

<i>2017 Rebate</i>		<i>2018 Rebate</i>			
July:	\$25.00/Ton	January:	\$1.00/Ton	July:	\$1.00/Ton
August:	\$15.00/Ton	February:	\$1.00/Ton		
September:	\$ 1.00/Ton	March:	\$1.00/Ton		
October:	\$ 1.00/Ton	April:	\$1.00/Ton		
November:	\$ 1.00/Ton	May:	\$1.00/Ton		
December:	\$ 1.00/Ton	June:	\$1.00/Ton		

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

- FY 17/18 Total: 51.82/Tons
- July: 4.69/Tons

SANITATION CUSTOMERS
(Residential and Commercial)



STREET DIVISION

Employees: 10, Inmates: 4

WORK COMPLETED:

- Hot-mix and prep completed for Utilities
- Continue weed spraying ditches and right of ways
- Painting curbs, striping crosswalks and stop blocks around schools
- Burning at Graveyard Wash
- Hauled, backfilled and compacted ABC to Reclamation Pond
- Continue processing of ABC at Airport
- Tree trimming citywide continues
- Assisted Building Maintenance with driveway apron pours at Dorothy Stinson School
- Burned burn pile west of Mesa Yard
- Assisted Landfill with fire call
- Demo of cement loading dock at Cemetery Road and Industrial Park Loop completed
- Replaced various faded and damaged signs citywide
- Continue drainage maintenance citywide

WORK PLANNED FOR AUGUST:

- Continue Arizona Department of Transportation (ADOT) Grant Sign Replacement program
- Sweeping citywide in preparation for Fog and Crack Sealing
- Strip centerlines, fog lines and bike route lanes citywide
- Finish painting curbs, striping crosswalks and stop blocks around schools
- Hot-mix on 10th Street for Utilities Department
- Continue alley maintenance and weed spraying
- Obtain bids for 50/50 sidewalk project applications
- Begin re-alignment of Industrial Park Loop and fill in embankment voids
- Demolish vacant house on E. 8th Street for cul-de-sac bypass road