

Public Works Department Monthly Report October 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 Change Orders Meeting
- Meeting with Dr. Rath regarding drainage
- Safford Prebid for Grading and Drainage at multiple school sites
- US70 Safford 2nd Avenue Vicinity Drainage Problems – meeting with ADOT
- Landfill Equipment Operator interviews
- Met with State and local school representatives regarding Safford Schools Drainage Project
- ADOT Safford Maintenance Yard Sewer Easement Coordination Meeting
- 8th Avenue roundabout – Utility Conflict Site Meeting

WORK ORDERS:

Received: 22

Resolved: 6

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

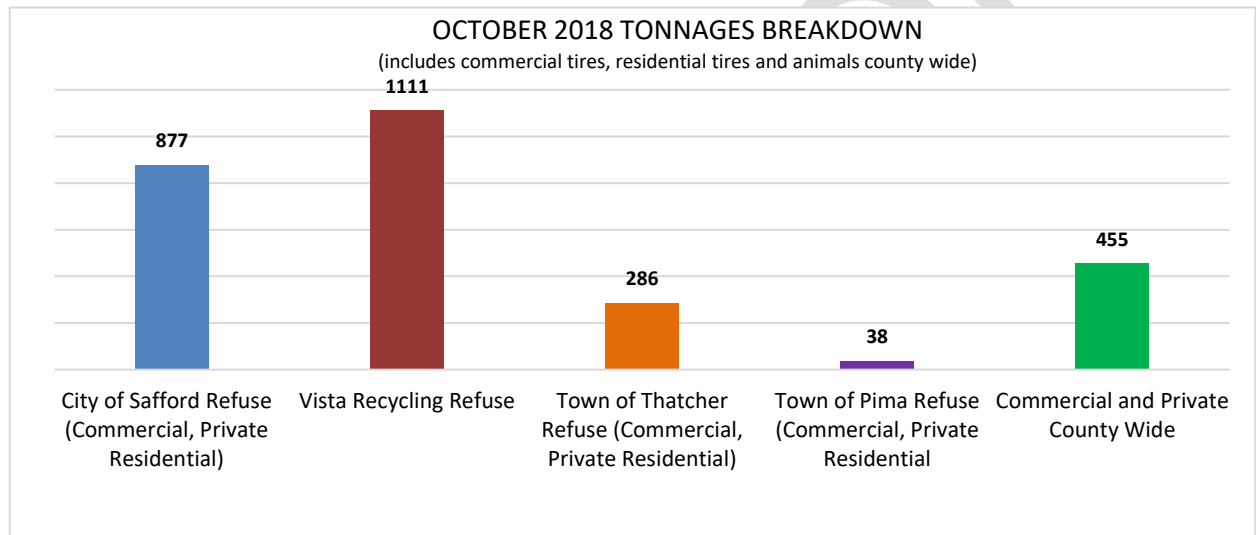
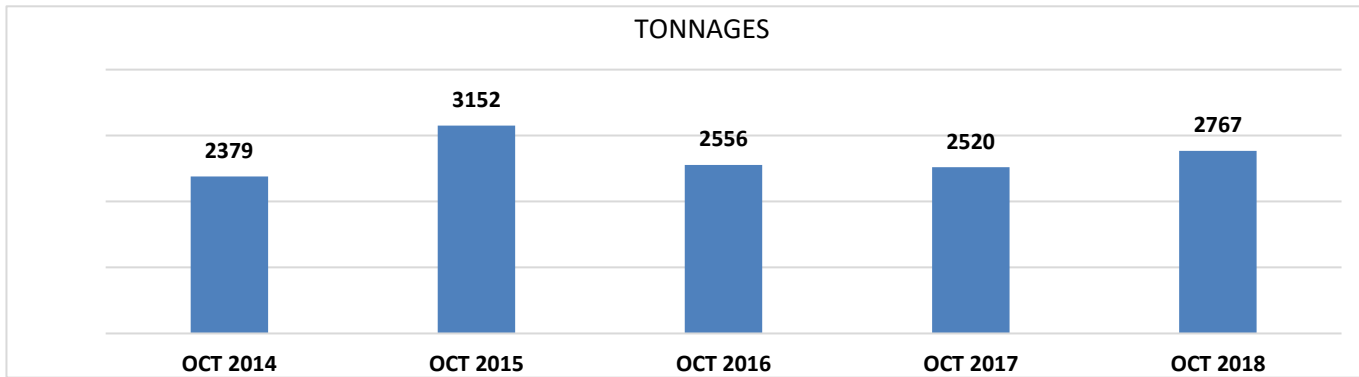
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Continued work on Dry Lake RC Park project
- Worked on City Hall Christmas decorations

WORK PLANNED FOR NOVEMBER:

- Monthly air filter and fire extinguisher inspections
- Work on bids for upcoming projects
- Complete Dry Lake RC Park project
- Assist putting up City Hall Christmas decorations

LANDFILL DIVISION

Employees: 4, Inmate(s): 1



- Green Waste: 44 Tons
- Tires (County wide) delivered to Landfill: 4,023 Tires
- City of Safford Monthly Free Residential Dump: 22.43 Tons
- Community Pride (October 27 – 31):
 - Safford: 33.39 Tons
 - Graham County: 65.51 Tons
 - Town of Thatcher: 13.64 Tons
 - Town of Pima: 8.12 Tons

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Cleaned and installed new wattles on berms at AZ Post
- Trimmed Mesquite and shrubs along Multi Use Trail
- Assisted with RC Airstrip project
- Completed mowing airport runways and taxiways

WORK PLANNED FOR NOVEMBER:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue planning out LaTierra Pocket Park
- Install trees on 20th Avenue median
- Decorate downtown for the holidays

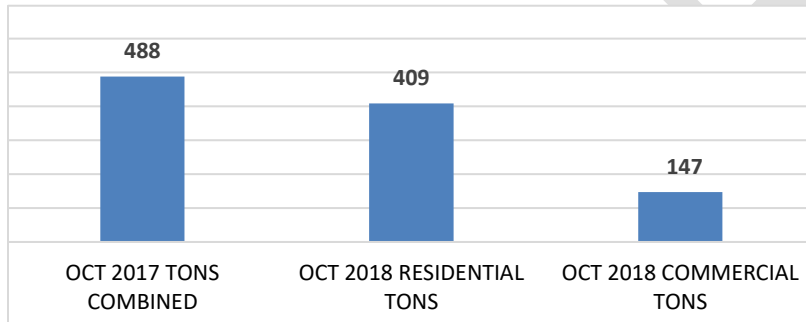
SANITATION DIVISION

Employees: 5, Inmates: 2

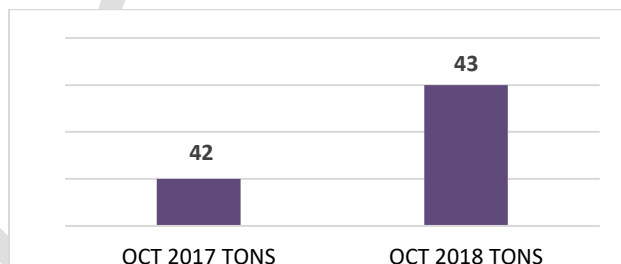
• **WORK ORDERS:**

Received: 39
 Resolved: 39
 Repairs/Replacements: 12

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



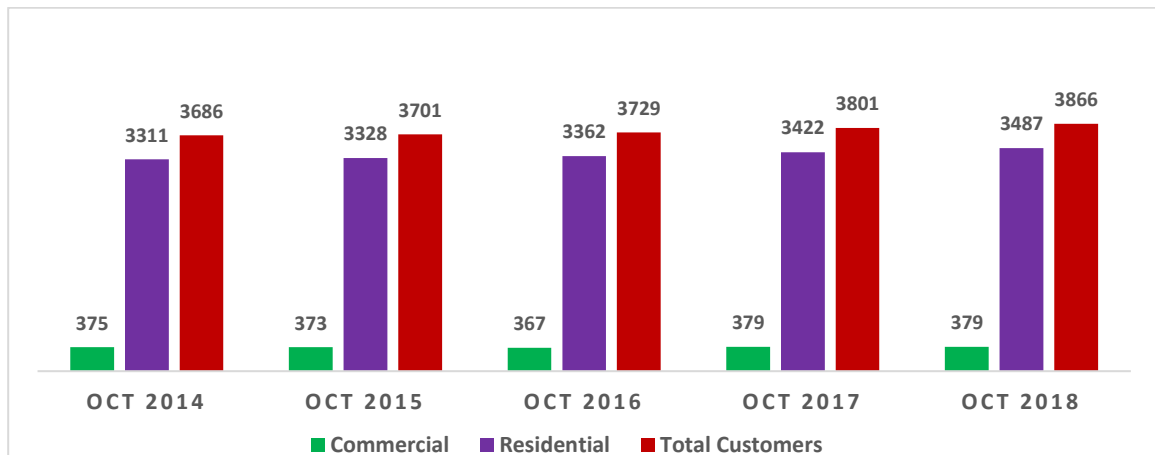
** Includes Safford, Town of Thatcher, Graham County and Pima*

FRIEDMAN RECYCLING MONTHLY REBATE

2017 Rebate		2018 Rebate			
July:	\$25.00/Ton	January:	\$1.00/Ton	July:	\$1.00/Ton
August:	\$15.00/Ton	February:	\$1.00/Ton	August:	\$1.00/Ton
September:	\$ 1.00/Ton	March:	\$1.00/Ton	September:	\$1.00/Ton
October:	\$ 1.00/Ton	April:	\$1.00/Ton	October:	\$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
- August: 5.65 Tons
- September: 3.99 Tons
- October: 5.08 Tons

SANITATION CUSTOMERS (Residential and Commercial)



STREET DIVISION

Employees: 10, Inmates: 4

WORK COMPLETED:

- 7th Street sidewalk and driveway aprons completed
- Installed pipe and backfilled at Reclamation Pond
- Blacked out old striping and striped new on 20th Avenue in Thatcher
- Changing sign post bases from u-channel to telespars
- Assisted Landfill with Community Pride
- Worked on 26th Street shoulders and 12th Avenue driveway entrances due to erosion after storm
- Worked on Multi Use Trail putting in material where eroded and opened pipe for water flow
- Striped centerlines, skips and bike route lanes citywide
- Sprayed weeds along Graveyard Wash Dam
- Continue weed spraying and tree trimming citywide
- Began crack sealing citywide
- Dug and cleaned out ditch on West Relation Street
- Built additional berm on South 14th Avenue for drainage purposes
- Working on future building pad at Industrial Park Loop and Cemetery Road
- Clean ditches citywide
- Completed saw cuts for East 4th Street Project
- Installed culverts on 10th Avenue and Union Canal
- Assisted Electricians with tree trimming on South 14th Avenue

WORK PLANNED FOR NOVEMBER:

- Continue Arizona Department of Transportation (ADOT) Grant Sign Replacement program
- Sweeping citywide in preparation for Fog and Crack Sealing
- Complete backfilling at Reclamation Pond
- Continue crack sealing citywide
- Backfilling cracks with Mastic One
- Continue tree trimming and alley maintenance citywide
- Sidewalk and valley gutter repair for Utilities on 10th Street and 10th Avenue
- Continue hot-mix citywide
- Remove trees on 14th Avenue easement