

Public Works Department Monthly Report November 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
- Graham County Community Investment Fund Applicant Interviews
- Creating a Budget Aligned with Community Priorities Webinar
- Meeting with Harold Judd – Conquistafor Estates
- Thatcher, County, Canal District Meeting regarding flooding issues – Town of Thatcher
- Retention Basin discussion with Ted Prina
- County road utility work discussions – MYOC
- County road discussions – County building
- Graham County Community Partnership Panel Meeting

WORK ORDERS:

Received: 6

Resolved: 6

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

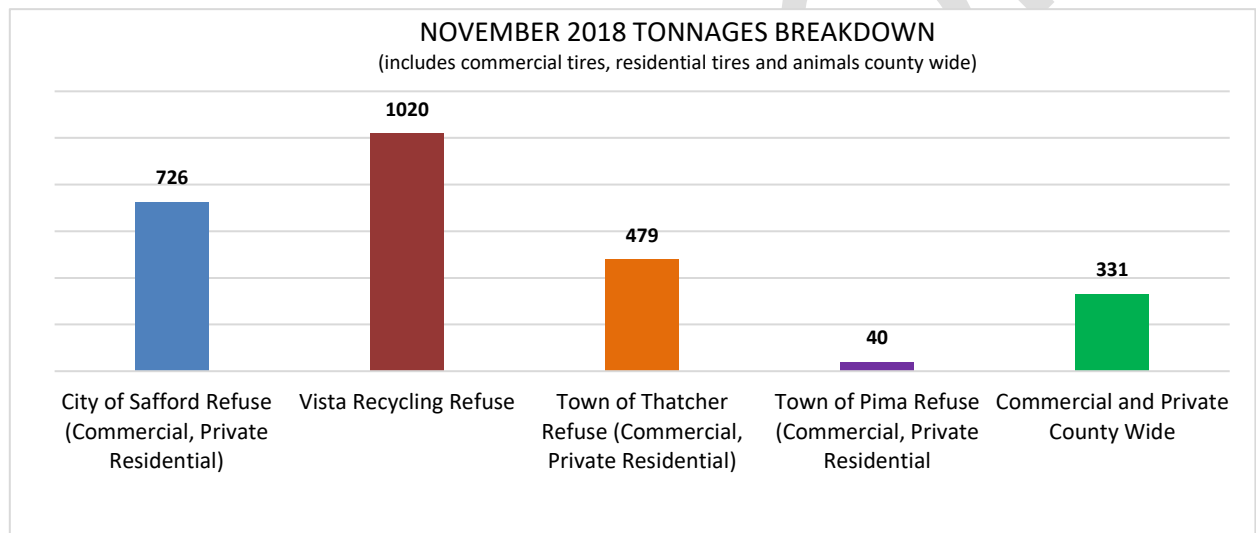
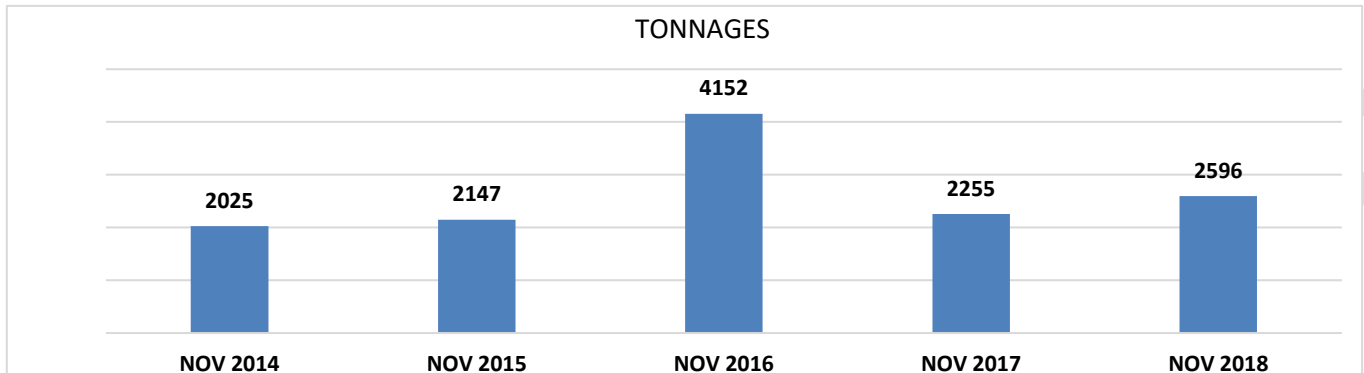
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Continue work on Dry Lake RC area project
- Assist with installing downtown Christmas decorations

WORK PLANNED FOR DECEMBER:

- Monthly air filter and fire extinguisher inspections
- Work on bids for upcoming projects
- Complete Dry Lake RC area project
- Work on Chamber of Commerce sign foundation and assist with new sign install

LANDFILL DIVISION

Employees: 4, Inmate(s): 1



- Green Waste: 24 Tons
- Tires (County wide) delivered to Landfill: 2,463 Tires
- City of Safford Monthly Free Residential Dump: 22 Tons
- Community Pride (October 27 – November 2, 2018):
 - Safford: 59.18 Tons
 - Graham County: 122.45 Tons
 - Town of Thatcher: 23.59 Tons
 - Town of Pima: 12.81 Tons

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Decorated downtown for holiday festivities
- Repaired leaks to main waterlines at Cemetery
- Assisted with Dry Lake/RC Park project
- Installed trees and drip lines on 20th Avenue median

WORK PLANNED FOR DECEMBER:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Complete RC Airstrip project
- Continue planning out La Tierra Pocket Park

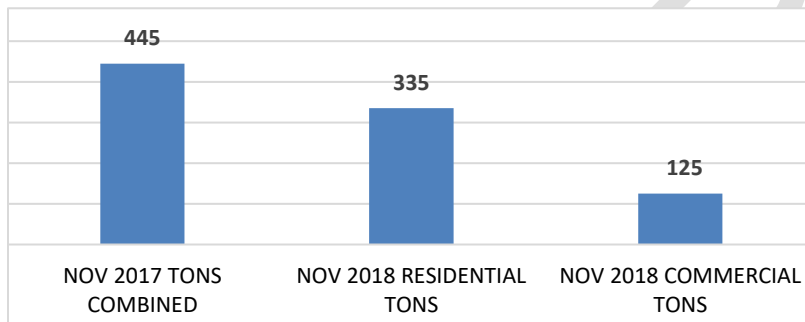
SANITATION DIVISION

Employees: 5, Inmates: 2

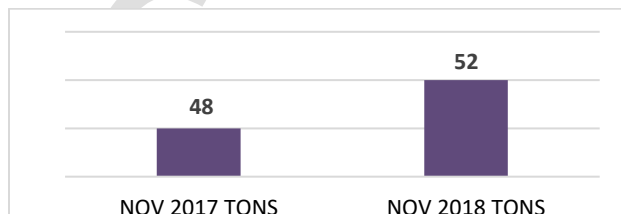
WORK ORDERS:

Received: 27
 Resolved: 27
 Repairs/Replacements: 17

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



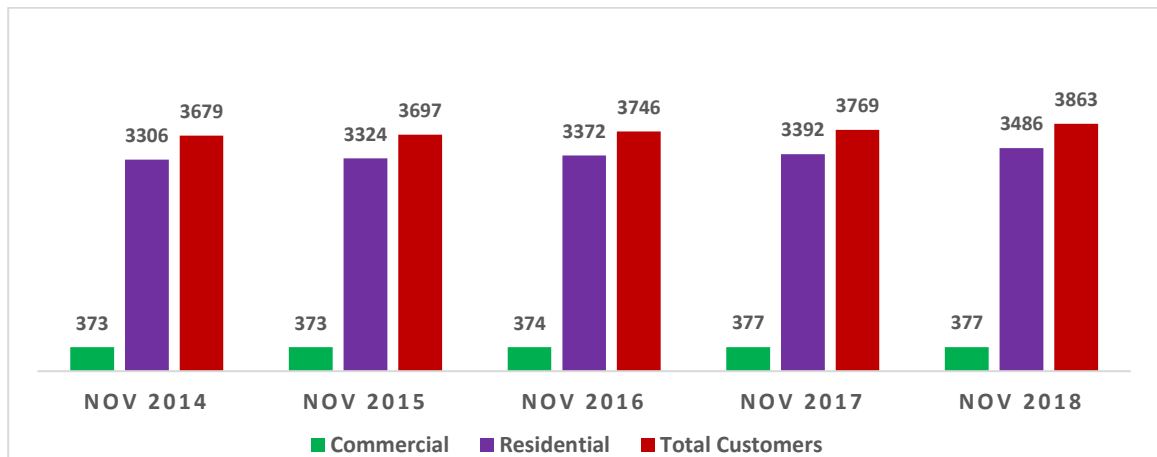
** Includes Safford, Town of Thatcher, Graham County and Pima*

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	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	November:	\$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
- November: 1.25 Tons

SANITATION CUSTOMERS
(Residential and Commercial)



STREET DIVISION

Employees: 10, Inmates: 4

WORK COMPLETED:

- 7th Street sidewalk and driveway aprons completed
- Hauled ABC from Safford Airport to backfill pipe and structure at Reclamation Pond
- Crack sealing citywide continues
- Mastic One crack sealing on paths
- Cut and hauled trees from 14th Avenue
- Installing sign post bases continues
- Prepped and poured sidewalk at 10th Avenue and 10th Street
- Processed ABC for backfill usage
- Weed spraying continues citywide
- Ditches cleaned on both sides of 12th Avenue (Highline Canal to 26th Street)
- Weed and brush burning at Highline Canal
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WORK PLANNED FOR DECEMBER:

- Replace sign bases as needed citywide
- Installed additional pipe at Reclamation Pond
- Cleaned silt from Union Canal at 10th Avenue and at 14th Avenue
- Continue crack sealing citywide
- Mastic One crack seal 14th Avenue and Relation Street
- Assist Utilities Division with signs and stands for roundabout project
- Burning at Graveyard Wash Dam
- Assist Sanitation staff around holidays