

Public Works Department Monthly Report April 2019

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 with Department Supervisors
- Division Budget and Department Head planning meetings
- US Hwy 70 weekly ADOT Meetings
- Frye Mesa and Haralson Dam inspections completed with Arizona Department of Water Resources (ADWR)
- Sidewalk Project Bid Meeting
- Department of Corrections annual training completed
- Special Events Committee Meeting
- Meet and Greet Assistant City Manager Applicants and Interviews
- Meeting with Danny Bodine regarding easement between Bonita Street and 16th Street
- Parks and Cemetery Division Maintenance interviews
- Street Division Maintenance II interviews
- Leadership Meeting regarding FY19/20 Budget

WORK ORDERS:

Received: 11

Resolved: 3

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

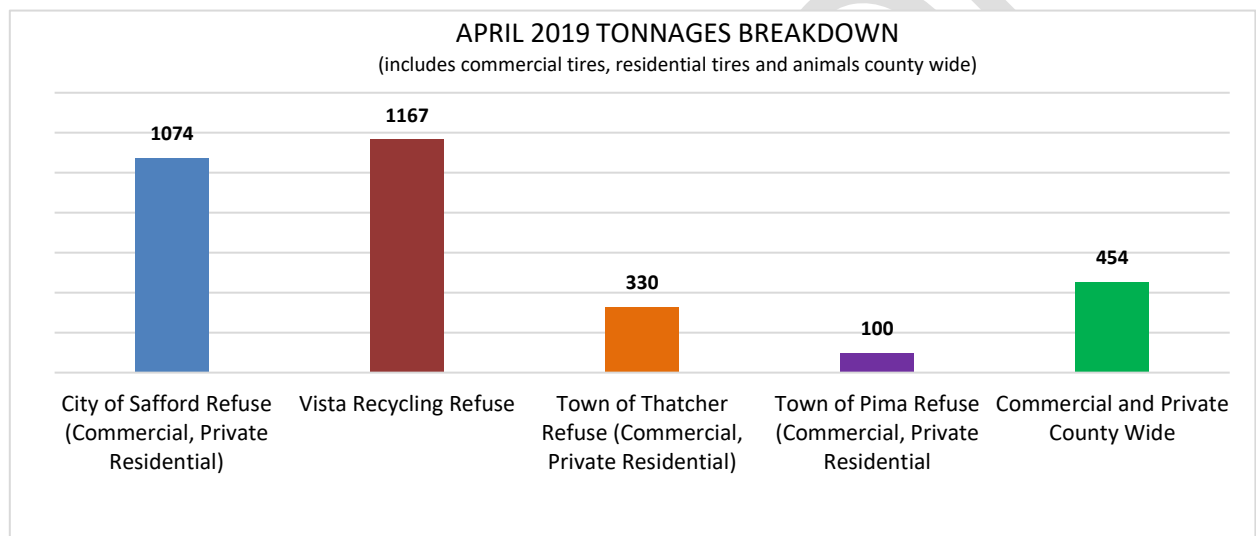
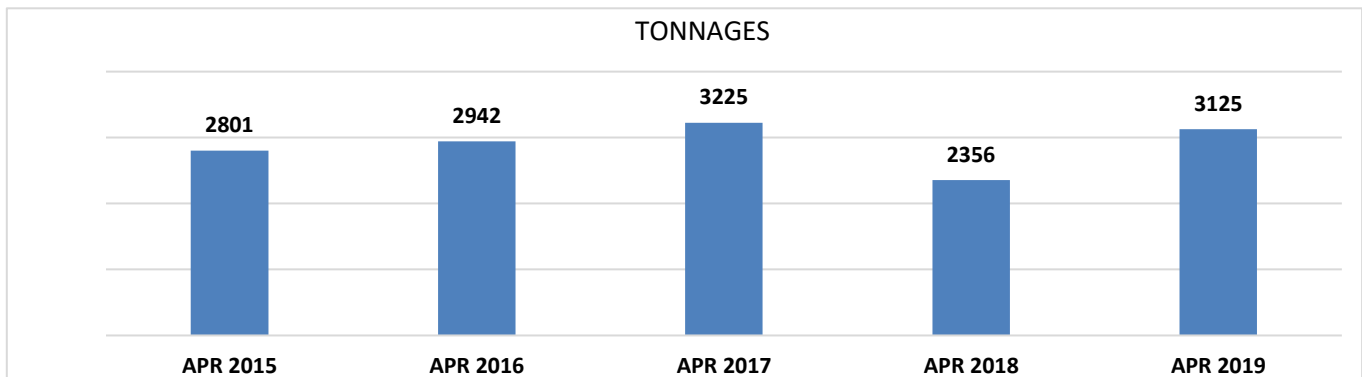
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Continue work on Glenn Meadows restroom project
- Worked on concrete pipe collars at Reclamation Plant

WORK PLANNED FOR MAY:

- Monthly air filter and fire extinguisher inspections
- Work on bids for upcoming projects
- Continue work on Glenn Meadows restroom project
- Continue concrete pipe collars at Reclamation Plant
- Pour cement pad at Mesa Yard for new fuel tank

LANDFILL DIVISION

Employees: 3



- Community Pride County Wide (April 6 – 13, 2019): 315 Tons
- Green Waste: 7.78 Tons
- Tires (County wide) delivered to Landfill: 3,869 Tires

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue with planning of La Tierra Pocket Park
- Began 2nd half of southern water loop at Cemetery
- Removed weeds and debris along fencing from Glenn Meadows south side block wall area for new housing
- Preparing Safford Pool for opening May 24th
- Assisted with Glenn Meadows restroom project

WORK PLANNED FOR MAY:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Clean and recoat City Annex water fountain in preparation for turning on
- Continue new water line installation at Cemetery
- Open Safford Pool

SANITATION DIVISION

Employees: 5, Inmates: 2

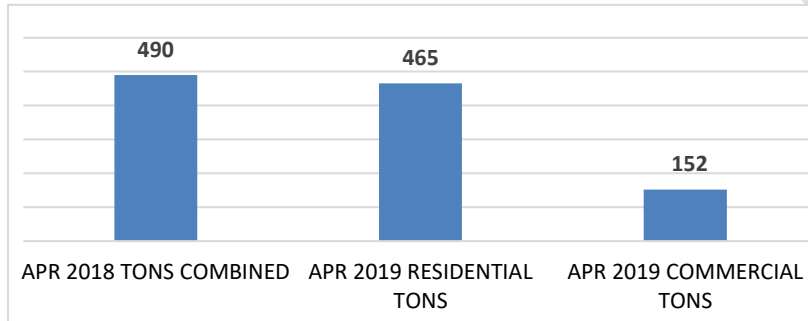
- WORK ORDERS:**

Received: 41

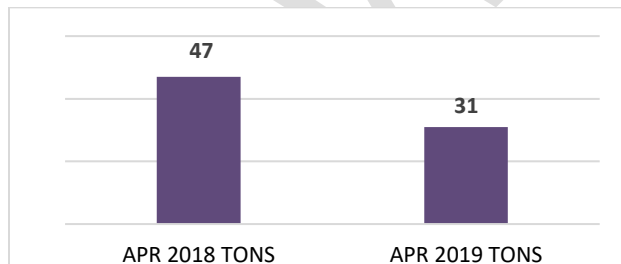
Resolved: 38

Repairs/Replacements: 20

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



RECYCLING



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

FRIEDMAN RECYCLING REBATE

April 2018: \$1.00 per Ton

April 2019: \$1.00 per Ton

Town of Thatcher Recycling Tonnage

2017: 23.58 Tons (Recycling Campaign began July 2017)

2018: 51.80 Tons

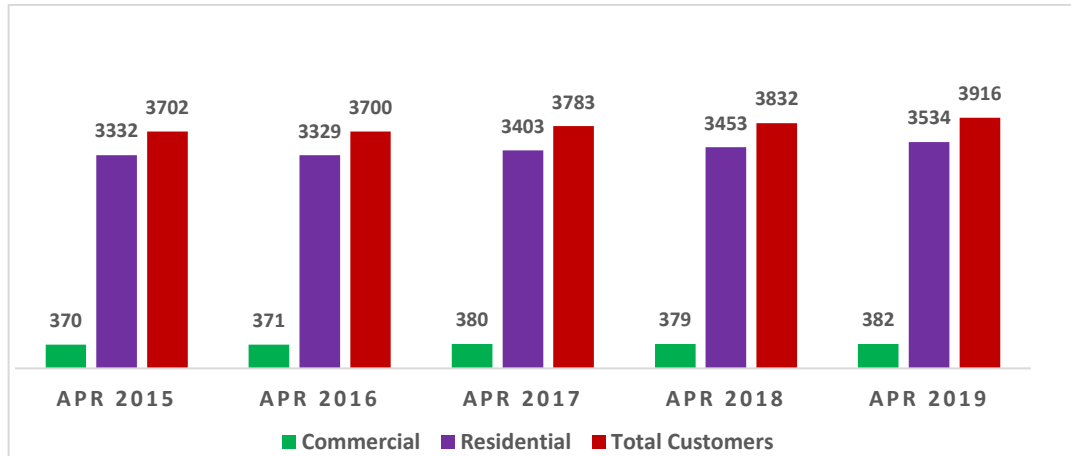
2019: January: 2.83 Tons

February: 5.15 Tons

March: 4.27 Tons

April: 4.02 Tons

SANITATION CUSTOMERS
(Residential and Commercial)



STREET DIVISION

Employees: 9, Inmates: 4

WORK COMPLETED:

- Completed fog sealing city streets, airport aprons and crack sealing at airport
- Dig footing for new cement pad at fuel tanks
- Shoulder work completed on Golf Course Road, and Shared Use Path at 14th Ave and Santa Fe Street
- Replaced sidewalks at St. Rose of Lima driveways
- Saw cuts for Hot-Mix for Main Street water project
- Alley and Right of Way weed control in various locations
- Water tank roads graded
- Vegetation removal at Haralson Dam
- Provided and installed signage at end of E. 8th Street
- Replaced sign and sign posts as needed

WORK PLANNED FOR MAY:

- Finish up pipe installation at Reclamation Pond
- Continue replacing sign posts throughout city
- Replace sidewalks on 3rd Avenue
- Chip seal city streets
- Continue weed control in alleys, Right of Ways and highways in various locations
- Drainage projects throughout city