

Public Works Department Monthly Report June 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
- Gila Institute for Technology Graham CIF Scoring Review Meeting and applicant interviews
- Central and 3rd Street property discussions
- Cintas fire extinguisher inspection options meeting
- Special Events Committee Meeting
- Airport meeting with Armstrong Consulting

WORK ORDERS:

Received: 35

Resolved: 11

FACILITY MAINTENANCE DIVISION

Employees: 5, Inmates: 3

WORK COMPLETED:

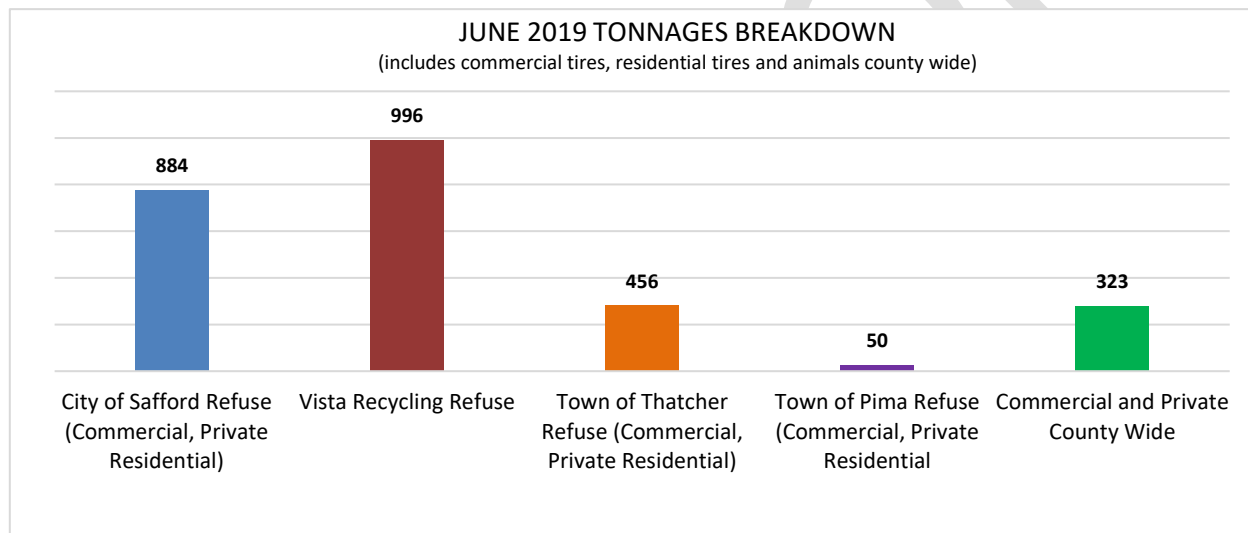
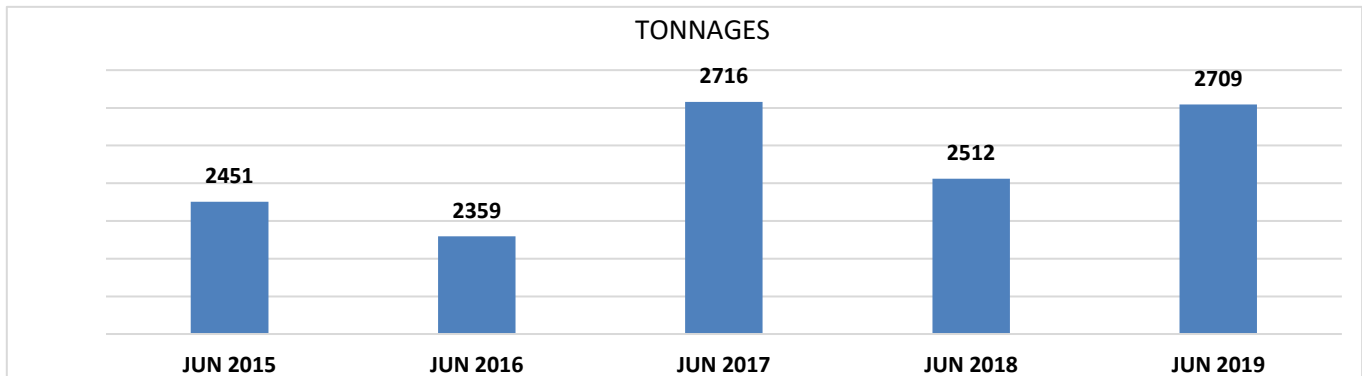
- Monthly Inspections:
 - Air Filters (6 HVAC units): 65 filters replaced, 17 filters washed
 - Fire Extinguishers (193 total): 0 Replaced
- Worked on bids and plans for upcoming projects
- Continue La Tierra Pocket Park project
- Completed light pole foundations on walking trail

WORK PLANNED FOR JULY:

- Monthly air filter and fire extinguisher inspections
- Work on bids and plans for upcoming projects
- La Tierra Pocket Park project
- Assist with upcoming Capital Projects and schedules

LANDFILL DIVISION

Employees: 3



- Green Waste: 4.99 Tons
- Tires (County wide) delivered to Landfill: 3168 Tires

PARKS AND CEMETERY DIVISION

Employees: 5, Inmates: 2

WORK COMPLETED:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Repaired water leaks to main waterlines in cemetery
- Installed new water valves and turned water on in old section of cemetery
- Assisted with pouring of concrete footings and basketball court extension at La Tierra Park
- Poured concrete for new water main monument valves on east side of cemetery
- Installed new goal nets at 14th Avenue retention pond
- Cleared brush and leveled dirt in areas to be trenched for electrical conduit on the Multi-Use Trail
- Built rebar cages for Multi-Use Trail light pole project
- Began mowing entryways, taxi and runways at Safford Airport

WORK PLANNED FOR JULY:

- Continue weed spraying and regular maintenance of city lawns, landscaping, cemetery and airport
- Continue working on LaTierra Pocket Park
- Continue the new water line renewal project at the cemetery
- Continue work on the Multi-Use Trail lighting project

SANITATION DIVISION

Employees: 5, Inmates: 2

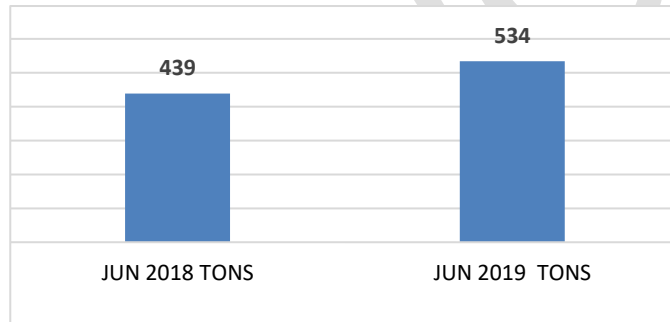
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Received: 35

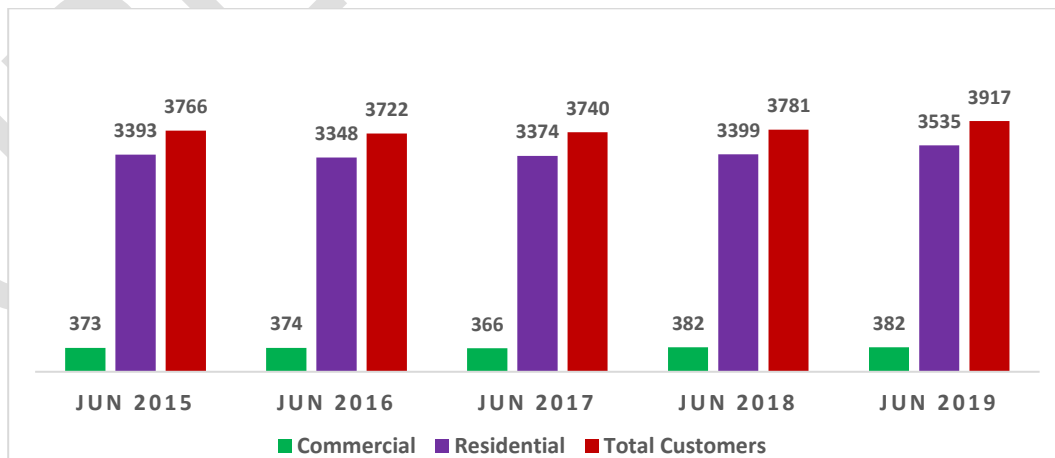
Resolved: 25

Repairs/Replacements: 12

CITY OF SAFFORD RESIDENTIAL & COMMERCIAL REFUSE PICK UP



**SANITATION CUSTOMERS
(Residential and Commercial)**



STREET DIVISION

Employees: 9, Inmates: 4

WORK COMPLETED:

- Built and poured drainage box and installed pipe at Gonzales/Bodine ditch
- Assisted Graham County with chip sealing
- Pot holed sewer on 5th Avenue for pipe install
- Installed last pipes at Reclamation Pond for reclaimed water storage
- Continue alley weed maintenance
- Graded alley south of 20th Street for rainwater flow
- Swept float off newly chip sealed streets
- Powerwashed thermals citywide after fog sealing
- Striped parking stalls and installed parking blocks at Annex and Library parking lots
- Swept Church Street for Parker Enterprises
- Installing upgraded posts (telespar) for signs citywide
- Cleaned out retention pond at 12th Avenue and 7th Street
- Dirt work on Industrial Loop completed in preparation for paving
- Began striping downtown parking stalls and stopblocks
- Dug footers for La Tierra Pocket Park project
- Replaced broken barricades at E 8th Street
- Dug out patches on E Main Street for paving by CKC

WORK PLANNED FOR JULY:

- Backfill pipe and finish drainage box at Gonzales/Bodine ditch
- Remove old road and dress up shoulders on Industrial Loop Road
- Paint stopblocks and crosswalks around school zones
- Paint centerlines, fog lines and bike routes
- Street sign installation at Industrial Loop Road
- Install "Slow Children at Play" signs in Copper Canyon subdivision
- Weed control on ROWs and alleys
- Backfill with cold-mix on 10th Avenue shoulder (next to Amber Apartments)