

September 12, 2002

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
September 24, 2002

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – AUGUST 2002

The Public Works Department is divided into three (3) major functions: Administration, Engineering and Maintenance.

ADMINISTRATION

The administration function coordinates and blends the efforts of all divisions of the Public Works Department in accomplishing the directives of the City Council and City Manager; this includes engineering and management of Capital Improvements Projects.

<u>PLAN CHECKS</u>			<u>PERMITS</u>							
<u>STREET PLANS</u>	<u>PARCEL MAP</u>		<u>SEWER LATERAL</u>	<u>SEWER DEMO.</u>	<u>STREET EXCAV.</u>	<u>BANNERS</u>	<u>DUMPSTER/MI SC.</u>	<u>UTIL. CO. CUTS</u>	<u>BUILDING DEPT.</u>	<u>ENCR./C.U.P. ETC.</u>
CURRENT MONTH			1	2	13	2	17	13		5
YEAR TO DATE			9	6	25	9	40	18		5

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	<u>CURRENT</u>	<u>PREVIOUS MONTH</u>	<u>YEAR TO DATE</u>
Field Investigations	14	0	22
Inspections	78	0	154
NPDES Permit/City Storm Water Management Program	15	0	40
General Office Engineering	42	0	100
Grant Applications	0	0	1
Projects	25	0	56
Meetings - Other Public Agencies	8	0	24
NPDES Investigations	2	0	4
TOTAL HOURS	184	0	401

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	<u>RECEIVED CURRENT MONTH</u>	<u>RECEIVED YTD</u>	<u>COMPLETED YTD</u>
Building Maintenance	42	86	65
Medians	4	11	6
Parks	24	54	39
Sewers	11	22	18
Storm Drains	7	11	8
Street Lighting	6	22	20
Street Maintenance	38	84	65
Traffic Safety	20	49	42
Vehicle Maintenance	33	52	37
Other	12	24	21
TOTALS	197	415	321

*All counts are for FY 02-03

ENGINEERING

- The Capital Improvement Projects currently in progress or completed are:

COMPLETED PROJECT NO.	TITLE	COST
01 - 628	Community Center Painting	155,000
00 - 172	21 st Street Improvements, Valley to Power	100,000
01 - 531	3 rd Street Park	70,000
01 - 167	Various Concrete Pavement Repairs	100,000
TOTAL COMPLETED		425,000

UNDER CONSTRUCTION PROJECT NO.	TITLE	EST. COST
99 - 409	Manhole Repair/Reconstruction	10,000
95 - 622	City Hall Remodel, ADA Upgrade	1,595,446
TOTAL UNDER CONSTRUCTION		1,605,446

OUT TO BID PROJECT NO.	TITLE	EST. COST
95 - 507	Valley Park Improvements	2,095,200
TOTAL OUT TO BID		2,095,200

UNDER DESIGN PROJECT NO.	TITLE	EST. COST
02 - 147	Curb-Cuts/Handicap Ramps	200,000
01 - 159	Hillcrest & Rhodes, 18 th to 21 st	368,406
00 - 192	Loma Area Street Improvements	1,000,000
00 - 410	Loma Area Sewer Improvements	600,000
00 - 411	Sewer Rehab – Target Area 1	908,900
99 - 610	Fire Station Upstairs Remodel & Additions	432,810
02 - 626	Community Center Theater – ADA Upgrades	144,749
00 - 630	Pier Renovation, Phase III	1,500,000
TOTAL UNDER DESIGN		4,810,116

TO BE DESIGNED PROJECT NO.	TITLE	EST. COST
00 - 140	11 th St. On Street Parking Improvements	210,000
01 - 174	Artesia Boulevard – PCH to Harper Ave.	43,770
02 - 185	5 th Street – PCH to Ardmore Ave.	187,200
02 - 187	5 th Street – PCH/Prospect/Gentry	29,600
02 - 189	Myrtle Area Street Improvements	94,500
02 - 193	Various Street Improvements #4	26,300
01 - 633	Re-Roofing of City Buildings	220,000
02 - 634	Exterior Painting of City Buildings	16,500
TOTAL TO BE DESIGNED		1,172,619

MAINTENANCE

The maintenance function of the Public Works Department is divided into the following sections:

- .. Building Maintenance
- .. Sewers/Storm Drains
- .. Equipment Service
- .. Street Lighting
- .. Parks/Medians
- .. Street Maintenance/Traffic Safety

Building Maintenance: Repaired lights in Strand restrooms; removed graffiti from Strand restrooms; plumbing repairs at Strand restrooms; built shelves for departments' storage area in Community center; changed marquee message; repaired lighting and re-bulbed Police Department offices, repaired PD jail plumbing.

Equipment Service Division: Ongoing vehicle and equipment maintenance.

Parks/Medians Division: Prepared Clark Field for soccer; repaired irrigation at Rodaway Park; on-going median maintenance; repaired irrigation (vandalism) on the Greenbelt; assisted with shelving installation at the Community Center; replaced backflow at Gould; repaired volleyball poles and nets.

Sewers/Storm Drain Division: Emergency response to broken sewer 1100 block of 6th Street; finished repair of collapsed sewer at Ardmore and 10th; repaired plugged sewers in Strand restrooms; assisted with shelving project at the Community Center; located sewer lines in Valley Park prior to construction.

Street Lighting Division: Installed new volley ball lights; installed new building exterior lights at the Community Center; assembled new equipment; installed and removed traffic counters; repaired parking structure exit signs; replaced traffic signal bulbs; repaired street lights; put up and took down banners.

Street Maintenance/Traffic Safety Division: Performed hot a/c repairs in the alley west of Pacific Coast Highway; repaired drinking fountain at Jarvis Memorial; graffiti removal; replaced stop signs; surveyed all trash cans and prepared location list; repaired sidewalk at 23rd and Beach; replaced parking signs in Longfellow area; assisted sewer crew at 1100 6th Street; assisted with sewer repairs at Pier and the Strand; assisted with shelving project at the Community Center; removed newsracks that were a traffic hazard.

Graffiti Removal:

<u>FY 02-03</u>		<u>FY 01-02</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	9.5	JULY	46.0
AUGUST	25.5	AUGUST	31.0
SEPTEMBER	35	SEPTEMBER	19.0
OCTOBER		OCTOBER	42.0
NOVEMBER		NOVEMBER	9.5
DECEMBER		DECEMBER	8.0
JANUARY		JANUARY	25.0
FEBRUARY		FEBRUARY	22.5
MARCH		MARCH	21.5
APRIL		APRIL	21.0
MAY		MAY	29.5
JUNE		JUNE	9.5
TOTALS	35.0		284.5

Respectfully submitted:

Concur:

Rhea B. Punneo
Administrative Assistant

Harold C. Williams, P.E.
Public Works Director/City Engineer

Noted:

Stephen R. Burrell
City Manager

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