

May 19, 2003

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
May 27, 2003

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – APRIL 2003

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	9 rec'd 4 ret'd		2	2	12	3	18	15		2
YEAR TO DATE	72 rec'd 40 ret'd		35	35	92	35	165	76		22

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	<u>CURRENT</u>	<u>PREVIOUS MONTH</u>	<u>YEAR TO DATE</u>
Field Investigations	17	18	145
Inspections	125	105	881
NPDES Permit/City Storm Water Management Program	14	12	136
General Office Engineering	43	56	438
Grant Applications	0	0	20
Projects	46	45	285
Meetings - Other Public Agencies	46	10	136
NPDES Investigations	6	3	39
TOTAL HOURS	297	249	2080

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	<u>RECEIVED CURRENT MONTH</u>	<u>RECEIVED YTD</u>	<u>COMPLETED YTD</u>
Building Maintenance	45	485	425
Medians	1	35	30
Parks	24	233	206
Sewers	12	88	76
Storm Drains	3	59	50
Street Lighting	17	165	145
Street Maintenance	35	351	312
Traffic Safety	21	215	180
Vehicle Maintenance	30	300	269
Other	10	97	86
TOTALS	198	2028	1779

*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	02-03 BUDGET AMOUNT
99 - 409	Manhole Repair/Reconstruction	140,000
*95 - 622	City Hall Remodel, ADA Upgrade	1,595,446
95 - 507	Valley Park Improvements	1,980,000
01 - 159	Hillcrest & Rhodes, 18 th to 21 st	590,000
00 - 192	Loma Area Street Improvements	976,000
00 - 410	Loma Area Sewer Improvements	550,000
00 - 411	Sewer Rehab – Target Area 1	870,000
TOTAL UNDER CONSTRUCTION		6,701,446

OUT TO BID PROJECT NO.	TITLE	02-03 BUDGET AMOUNT
02 - 147	Curb-Cuts/Handicap Ramps	200,000
TOTAL OUT TO BID		200,000

UNDER DESIGN PROJECT NO.	TITLE	02-03 BUDGET AMOUNT
02 - 108	2 nd Street Resurfacing	275,000
00 - 140	11 th St. On Street Parking Improvements	322,141
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
99 - 610	Fire Station Upstairs Remodel & Additions	413,715
02 - 626	Community Center Theater – ADA Upgrades	144,749
00 - 630	Pier Renovation, Phase III	959,639
TOTAL UNDER DESIGN		2,426,544

TO BE DESIGNED PROJECT NO.	TITLE	02-03 BUDGET AMOUNT
01 - 174	Artesia Boulevard – PCH to Harper Ave.	43,770
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

*01-02 Budget – Project will be completed 02-03.

MAINTENANCE

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

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

Building Maintenance: Rebuilt Community Center staff men’s restroom; refurbished marquee; removed graffiti from Strand restrooms; remodeled Room B office in Community Center; repaired Bowling Green plumbing; set up Council Chambers for meetings; repaired plumbing in beach restrooms.

Equipment Service Division: Smog inspections; annual inspection and repair of hi-lift and caterpillar; removed vehicles for auction; repaired sewer equipment; repairs of Police vehicle computers; began concrete mixer repairs.

Parks/Medians Division: Required vandalized irrigation system at South Park, Greenbelt and Clark Field; repaired Bowling Green main water valves; repaired beach volley ball courts at Pier; installed new irrigation controllers at Hermosa Ave; repaired broken water line at 13th and Hermosa Ave.; planted new trees in South Park and the Greenbelt; repaired path in Noble Park; ongoing Valley Park inspection.

Sewers/Storm Drain Division: Distributed notices for Loma/Palm Drive projects; developed specifications and marked field location for CIP 99-409 Manhole Repair/Rehabilitation; ongoing sewer cleaning citywide; emergency repairs at Gould and Porter main line.

Street Lighting Division: Banner installation and repairs; repaired banner poles at 1st St. and PCH; installed street light pole numbering; repaired electrical short on Strand at 13th; repaired flashing lights on the Strand; installed new pull boxes at Valley Park; attended classes put on by Edison.

Street Maintenance/Traffic Safety Division: Removed graffiti from poles and Myers cans; pulled core samples for 2nd Street CIP; did hot asphalt pot holing repairs citywide; installed new street and parking signs at the north end of the city.

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	33.5	SEPTEMBER	19.0
OCTOBER	11.5	OCTOBER	42.0
NOVEMBER	28.0	NOVEMBER	9.5
DECEMBER	22.0	DECEMBER	8.0
JANUARY	29.5	JANUARY	25.0
FEBRUARY	28.5	FEBRUARY	22.5
MARCH	13.0	MARCH	21.5
APRIL	162.5	APRIL	21.0
MAY		MAY	29.5
JUNE		JUNE	9.5
TOTALS	363.5		284.5

Respectfully submitted:

Rhea B. Punneo
Administrative Assistant

Concur:

Richard D. Morgan, P.E.
Director of Public Works/City Engineer

Noted:

Stephen R. Burrell
City Manager

F:\B95\PWFILES\Activity Reports\Activity Report 02-03 March.doc