

July 14, 2003

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
July 22, 2003

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – JUNE 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	11 rec'd 7 ret'd		3	4	20	4	22	5		7
YEAR TO DATE	91 rec'd 55 ret'd		41	45	112	44	200	94		31

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	<u>CURRENT</u>	<u>PREVIOUS MONTH</u>	<u>YEAR TO DATE</u>
Field Investigations	16	7	168
Inspections	130	127	1138
NPDES Permit/City Storm Water Management Program	22	21	179
General Office Engineering	102	87	627
Grant Applications	2	0	22
Projects	30	26	341
Meetings - Other Public Agencies	5	5	146
NPDES Investigations	22	9	70
TOTAL HOURS	329	282	2691

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	<u>RECEIVED CURRENT MONTH</u>	<u>RECEIVED YTD</u>	<u>COMPLETED YTD</u>
Building Maintenance	68	598	509
Medians	2	40	33
Parks	43	302	241
Sewers	13	107	95
Storm Drains	4	64	53
Street Lighting	20	206	171
Street Maintenance	35	425	372
Traffic Safety	25	263	229
Vehicle Maintenance	28	365	335
Other	16	119	104
TOTALS	254	2489	2142

*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
*95 - 622	City Hall Remodel, ADA Upgrade	1,595,446
TOTAL COMPLETED		1,765,446

UNDER CONSTRUCTION PROJECT NO.	TITLE	02-03 BUDGET AMOUNT
99 - 409	Manhole Repair/Reconstruction	140,000
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		5,106,000

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.	216,800
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
99 - 631	Beach Restrooms Rehabilitation	406,500
TOTAL TO BE DESIGNED		713,070

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: Repainted south side of City Hall; repaired and painted trash enclosure; repaired Strand restroom plumbing; removed graffiti from Strand restrooms; repaired Community Center plumbing; installed and removed announcements on marquee; set up Council Chambers for various style meetings throughout the month; changed a/c filters citywide; repaired theater emergency lighting; installed new outlets for council chambers dais.

Equipment Service Division: Inventoried equipment and vehicles; started smog certificates for FY 03-04; began caterpillar repairs; ongoing vehicle maintenance.

Parks/Medians Division: Planted 20 replacement trees on Hermosa Avenue; repaired Hermosa Ave. irrigation; installed communication hardware at Clark Stadium and Edith Rodaway Park for new centralized irrigation system; installed bird tape at South Park; performed irrigation repairs at Ocean View, South Park, Noble Park, and City Hall complex; coordinated with Health Department and Water Co. for new reclaimed water at Valley Park; prepped Valley Park for upcoming opening; ongoing contract administration.

Sewers/Storm Drain Division: Inspected and repaired sewer pump station at 35th Street; assisted with sewer lateral locations for Loma Area capital improvement projects; repaired sewer pipe in Police Department basement; reviewed specifications for Myrtle area sewer repairs; raised manholes to grade at 15th Court and 30th Street.

Street Lighting Division: Installed and removed banners; repaired palm tree lights; attended SCE training; repaired red warning lights on the Strand; repaired parking structure sign lighting; rebuilt Valley Park sign; completed night patrol for citywide repairs; repaired batting cage outlets; installed and removed traffic counters; installed 100 yellow ribbons on poles; repaired short in Valley Park perimeter lighting.

Street Maintenance/Traffic Safety Division: Assisted with beach restroom repairs; performed street sign repairs; repaired elevator in the parking structure; repaired wall at Lot A; painted red curbs; installed new Valley Park signs; repaired pot holes; painted and delivered new beach volley ball poles; installed "NO FIREWORKS" signs citywide; repaired street at Silverstrand; refurbished Lot B trash enclosure area.

Graffiti Removal:

FY 02-03

FY 01-02

<u>MONTH</u>	<u>HOURS</u>
JULY	9.5
AUGUST	25.5
SEPTEMBER	33.5
OCTOBER	11.5
NOVEMBER	28.0
DECEMBER	22.0
JANUARY	29.5
FEBRUARY	28.5
MARCH	13.0
APRIL	162.5
MAY	22.0
JUNE	24.0
TOTALS	<hr/> 409.5

<u>MONTH</u>	<u>HOURS</u>
JULY	46.0
AUGUST	31.0
SEPTEMBER	19.0
OCTOBER	42.0
NOVEMBER	9.5
DECEMBER	8.0
JANUARY	25.0
FEBRUARY	22.5
MARCH	21.5
APRIL	21.0
MAY	29.5
JUNE	9.5
TOTALS	<hr/> 284.5

Respectfully submitted:

Concur:

Rhea B. Punneo
Administrative Assistant

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

Noted:

Stephen R. Burrell
City Manager