

May 16, 2005

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
May 24, 2005

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – APRIL 2005

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.

	PLAN CHECK FOR CONST.	ENVIRON. PLAN REVIEW	SEWER LATERAL	SEWER DEMO.	STREET EXCAV.	BANNERS	DUMPSTER/ MISC.	UTIL. CO. CUTS	ENCR./C.U.P. ETC.
CURRENT MONTH	15	4	6	7	8	5	33	29	2
YEAR TO DATE	117	36	36	52	60	50	231	129	14

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	20	15	230
Inspections	124	121	1,210
NPDES Permit/City Storm Water Management Program	10	5	114
General Office Engineering	80	82	711
Grant Applications	0	1	31
Projects	5	50	335
Meetings - Other Public Agencies	14	8	88
NPDES Investigations	3	6	63
TOTAL HOURS	256	288	2,782

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	COMPLETED YTD
Building Maintenance	45	581	532
Medians	0	8	3
Parks	15	202	166
Sewers	1	41	30
Storm Drains	7	52	46
Street Lighting	24	179	161
Street Maintenance	16	352	301
Traffic Safety	19	320	280
Vehicle Maintenance	39	323	314
Other	31	270	224
Call-Outs (Services provided after hours and/or on weekends) **	2	48	48
TOTALS	199	2,376	2,105
89% completed			

ENGINEERING

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

COMPLETED PROJECT NO.	TITLE	04-05 BUDGET AMOUNT
04 - 114	Speed Humps	12,500
02 - 612	Public Works Yard Renovation – Oil Well Abandonment	79,858
04 - 633	Re-roofing of City Buildings - Com. Ctr., South School, etc.	21,520
TOTAL COMPLETED		113,878

UNDER CONSTRUCTION PROJECT NO.	TITLE	04-05 BUDGET AMOUNT
02 - 108	2 nd Street Resurfacing	464,740
00 - 630	Pier Renovation, Phase III	4,109,360
04 - 115	Street Imp. – 20 th St., Valley Dr. to Power St.	149,500
99 - 409*	Manhole Repair/Reconstruction	244,315
00 - 412	Sewer Improvements*	76,290
TOTAL COMPLETED		5,044,205

OUT TO BID PROJECT NO.	TITLE	04-05 BUDGET AMOUNT
04 - 113	Concrete Road Reconstruction at Various Locations	100,000
04 - 534	Park Improvements	25,000
TOTAL OUT TO BID		125,000

UNDER DESIGN PROJECT NO.	TITLE	04-05 BUDGET AMOUNT
02 - 106	Beach Drive Undergrounding/Street Improvements	105,442
04 - 112	Slurry/Crack Sealing at Various Locations	100,000
00 - 140	11 th St. On Street Parking Improvements - CANCELLED	0
03 - 418**	Pump Station Upgrades	452,776
99 - 610	Fire Station Upstairs Remodel & Additions	80,550
02 - 626	Community Center ADA Upgrades, Phases 3 & 4	148,222
TOTAL TO BE DESIGNED		886,990

TO BE DESIGNED PROJECT NO.	TITLE	04-05 BUDGET AMOUNT
04 - 116	Street Imp. – Pier Ave., Hermosa Ave. to PCH	120,000
04 - 117	Manhattan Ave. Street Improvements	35,000
02 - 634	Exterior Painting of City Buildings	14,500
TOTAL TO BE DESIGNED		169,500

*03-04 Budget – Projects to be completed 04-05 **Includes amount to be reappropriated

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 PD sink, inspected beach restrooms, rearranged/expanded PD storage area; installed drinking fountain at 22nd St. restrooms; repaired Clark Field electrical; repaired lights at Veterans Memorial; checked electrical in all public buildings; installed light fixtures in PD; worked on Pier Head lights project; worked on Tim Kelly statue project; finished cabinets at City Hall; installed change machine in Laundromat; set up and tore down tables and chairs in Council Chambers; repaired doors at Community Center; removed graffiti; patched & painted upstairs break room in City Hall.

Equipment Service Division: On-going warranty repairs; replaced door hinges police vehicles; routine vehicle maintenance including tire repair and replacement, engine service, transmission service, brake inspection & service; repaired arrow board, replaced speed trailer glass; cut track for Historical Society.

Parks/Medians Division: Repaired irrigation at South Park, Bicentennial Park, Fort Lots of Fun, Valley Park, Community Center, City Hall, Gould & PCH, Greenbelt, Noble park, and 3rd St. at Ocean View; installed new irrigation controller at Greenwood Park; removed graffiti, removed and replaced drinking fountain at Clark Field; installed new irrigation controller at Clark Field; relocated irrigation valves, installed new mail line at Clark Field at Loma end.

Sewers/Storm Drain Division: Exposed sewer lateral, capped and covered; opened county outfalls; sewer rodder maintenance; checked storm drains; checked pump station; rodded sewer 13th & Beach Drive; assisted with Building Maintenance repairs.

Street Lighting/Medians Division: Repaired streetlights; repaired sewer manhole cover on Hermosa Ave.; replaced streetlight fixture pole; re-lamped Community Center parking lot lights.

Street Maintenance/Traffic Safety Division: Installed power box at Greenwood Park; removed and replaced concrete at 21st St.; prepped South Park for painting, repaired volleyball posts; cleaned out drain at 4th & Ardmore; removed sandbags from 35th St. pump house and from 14th & Owosso; asphalt repairs on Cypress; graffiti removal; opened storm drain; pumped water out of resident's garage.

Graffiti Removal

<u>FY 04-05</u>		<u>FY 03-04</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	31.5	JULY	30.0
AUGUST	38.0	AUGUST	29.5
SEPTEMBER	19.0	SEPTEMBER	39.5
OCTOBER	9.5	OCTOBER	23.0
NOVEMBER	6.0	NOVEMBER	28.0
DECEMBER	9.0	DECEMBER	24.5
JANUARY	1.5	JANUARY	17.0
FEBRUARY	15.5	FEBRUARY	6.5
MARCH	30.5	MARCH	28.0
APRIL	25.5	APRIL	11.5
MAY		MAY	167.5
JUNE		JUNE	51.0
TOTALS	186.0		456.0

Respectfully submitted:

Rhea B. Punneo
Administrative Assistant

Noted:

Stephen R. Burrell
City Manager

Concur:

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

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