

June 21, 2005

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
June 28, 2005

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – MAY 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	10	4	2	6	6	10	36	21	2
YEAR TO DATE	127	40	38	58	66	60	267	150	16

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	17	20	247
Inspections	127	124	1,337
NPDES Permit/City Storm Water Management Program	11	10	125
General Office Engineering	103	80	814
Grant Applications	0	0	31
Projects	67	5	402
Meetings - Other Public Agencies	13	14	101
NPDES Investigations	9	3	72
TOTAL HOURS	347	256	3,129

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	COMPLETED YTD
Building Maintenance	79	660	603
Medians	2	10	4
Parks	19	221	182
Sewers	7	48	40
Storm Drains	4	56	51
Street Lighting	26	205	183
Street Maintenance	33	385	324
Traffic Safety	21	341	297
Vehicle Maintenance	34	357	351
Other	20	290	258
Call-Outs (Services provided after hours and/or on weekends) **	6	54	54
TOTALS	251	2,627	2,347
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: Did repair work in beach restrooms; repaired plumbing and air conditioning in the Police Department; arranged tables and chairs various events, meetings in Council Chambers; painted trim at South Park building; painted Fire Department trim, painted Police Department restrooms and locker room; changed marquee; repaired doors at the Community Center.

Equipment Service Division: Serviced all small equipment; prepared BBQ for Public Works Week; repaired sewer rodder; performed routine vehicle maintenance; entered info into part inventory software.

Parks/Medians Division: Repaired beach volley ball courts; repaired irrigation in parks citywide; reinstalled City sign at Herondo; unplugged restrooms and sewers at Clark Field; continued tree trimming citywide.

Sewers/Storm Drain Division: Opened storm drain outfalls; repaired rodder; located manholes for projects; marked USA for construction; did emergency sewer work at 20th Court.

Street Lighting/Medians Division: Installed banners and flags; repaired palm tree lights; repaired traffic signal at 13th; performed evening streetlight patrol citywide; repaired streetlights citywide; repaired light fixtures at the parking structure.

Street Maintenance/Traffic Safety Division: Set up barricades on Strand for Pier project; installed new drain at 2nd and Valley; redline painting citywide; citywide pot hole repairing; reinstalled meter poles; prepped for Fiesta; repaired planter in Lot A.

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	6.0	MAY	167.5
JUNE		JUNE	51.0
TOTALS	192.0		456.0

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

H:\B95\PWFILES\Activity Reports\Activity Report 04-05 May.doc