

October 16, 2006

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
October 24, 2006

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – SEPTEMBER 2006

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	3	0	3	4	12	1	23	20	5
YEAR TO DATE	23	1	7	9	43	4	84	65	15

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	25	27	72
Inspections	102	101	356
NPDES Permit/City Storm Water Management Program	21	30	51
General Office Engineering	51	49	132
Grant Applications	5	0	5
Projects	66	44	151
Meetings – Other Public Agencies	12	12	50
NPDES Investigations	4	6	13
TOTAL HOURS	286	269	830

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	COMPLETED YTD
Building Maintenance	44	138	107
Medians	0	0	0
Parks	13	57	29
Sewers	4	9	6
Storm Drains	1	15	11
Street Lighting	14	44	23
Street Maintenance	26	95	62
Traffic Safety	22	80	34
Vehicle Maintenance	33	96	86
Other	27	117	92
Call-Outs (Services provided after hours and/or on weekends) **	1	4	4
Restarted Counts 7/1/06	185	655	454
TOTALS 69% completed			

ENGINEERING

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

COMPLETED PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 643*	Pier Concrete Deck Treatment	125,000
TOTAL COMPLETED		125,000

UNDER CONSTRUCTION PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 109*	Concrete Road Reconstruction – Various Locations	75,000
04 - 117	Manhattan Ave. Street Improvements	352,957
04 - 118*	Strand Bikeway Light Fixture Replacements	62,100
05 - 120	Street Improvements – Various Locations	756,117
01 - 121*	Aviation Street Tree Project	151,000
03 - 418*	Pump Station Upgrades	452,776
04 - 535	Clark Field Improvements	422,413
05 - 645*	Police Department HVAC (change order issued)	185,165
02 - 626*	Community Center ADA Upgrades, Phase 3	218,066
TOTAL COMPLETED		2,490,429

OUT TO BID PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
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TOTAL OUT TO BID

UNDER DESIGN PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
02 - 104	Bayview Undergrounding Street Improvements	175,000
02 - 106	Beach Drive Undergrounding/Street Improvements	152,561
05 - 110*	Slurry/Crack Sealing – Various Locations	95,000
04 - 112*	Slurry/Crack Sealing at Various Locations	100,000
04 - 116	Street Imp. – Pier Ave., Hermosa Ave. to PCH	1,749,604
05 - 413	Sewer Improvements – Target Areas 2 thru 4	167,430
02 - 612	City Yard Renovation	660,000
99 - 631*	Beach Restrooms – Rehabilitation	38,826
TOTAL TO BE DESIGNED		3,138,421

TO BE DESIGNED PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 119	Hermosa Ave. & Longfellow Ave.	855,577
06 - 124	Street Improvements – 16 th St., PCH to Prospect	95,000
06 - 419	Sanitary Sewer Improvements	140,173
04 - 534	Park Improvements – Edith Rodaway	35,000
06 - 640	Fire Station Renovation	91,500
06 - 641	Clark Building Refurbishment	25,000
06 - 644	Community Center Upgrades, Phase 4	224,424
TOTAL TO BE DESIGNED		1,466,674

*04-05, 05-06 Budgets – Projects being completed in 06-07 – some with add'l. \$\$ for 06-07.

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: Distributed flyers; set up and took down Council Chambers for various meetings; pulled cable for new computers in Police Dept.; checked electrical system in Fire Dept.; repaired men's room at Clark Building; changed marquee at Community Center; moved 40 cases copy paper to storage; re-lamped uplights at Community Center theater; repaired plumbing at Base 3; checked all water heaters after gas shut down.

Equipment Service Division: On-going vehicle and equipment maintenance; removed and installed batteries; dealt with warranty repairs; updated computer info; removed City seal from vehicles; installed new logos on City vehicles; outfitted new work truck; dealt with Ford recalls; routine vehicle maintenance including minor tune ups, transmission service and brake inspection/repair; assisted with Hand wall painting event.

Parks/Medians Division: Repaired irrigation at all parks; installed 200' new water line for Clark Building; installed water line for ball field and drinking fountains; assembled new irrigation controller in Bicentennial Park to tie in with central control system; repaired drains and drinking fountains in Valley Park; installed bench donation in Greenbelt.

Sewers/Storm Drain Division: Checked sewer and assisted resident in determining sewer issue; contractors cleaned sewers; fixed manhole cover on Loma; repaired leaking fire pumps at parking structure.

Street Lighting/Medians Division: Repaired street lights; re-lamped traffic signal; re-set traffic lights citywide; put up and took down banners; installed surf plaques at Pier; removed old wiring at Community Center; installed new Astro clocks on Strand; electrical work at Clark Field; streetlight repair on PCH;

Street Maintenance/Traffic Safety Division: Removed graffiti citywide; inspected streets after holiday; assisted Building Maintenance by painting rooms in Community Center; painted stop bars and legends; stenciled for Strand project; ground out old legends; painted curbs red; installed street name signs.

<u>Graffiti Removal</u>			
<u>FY 06-07</u>		<u>FY 05-06</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	65.5	JULY	5.0
AUGUST	83.0	AUGUST	61.5
SEPTEMBER	13.0	SEPTEMBER	40.0
OCTOBER		OCTOBER	35.0
NOVEMBER		NOVEMBER	27.0
DECEMBER		DECEMBER	54.0
JANUARY		JANUARY	6.0
FEBRUARY		FEBRUARY	20.25
MARCH		MARCH	24.5
APRIL		APRIL	47.0
MAY		MAY	13.5
JUNE		JUNE	80.0
TOTALS	148.5		413.75

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

November 14, 2006

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
November 28, 2006

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – OCTOBER 2006

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	6	0	4	2	11	5	27	33	2
YEAR TO DATE	29	1	11	11	54	9	111	98	17

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	25	25	97
Inspections	151	102	507
NPDES Permit/City Storm Water Management Program	19	21	70
General Office Engineering	54	51	186
Grant Applications	0	5	5
Projects	20	66	171
Meetings – Other Public Agencies	13	12	63
NPDES Investigations	23	4	36
TOTAL HOURS	305	286	1,135

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	COMPLETED YTD
Building Maintenance	51	189	141
Medians	2	2	2
Parks	28	85	55
Sewers	11	20	18
Storm Drains	7	22	18
Street Lighting	13	57	29
Street Maintenance	23	118	92
Traffic Safety	33	113	73
Vehicle Maintenance	41	137	123
Other	35	152	124
Call-Outs (Services provided after hours and/or on weekends) **	10	14	14
Restarted Counts 7/1/06	254	909	689
TOTALS			
76% completed			

ENGINEERING

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

COMPLETED PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 643*	Pier Concrete Deck Treatment	125,000
TOTAL COMPLETED		125,000
UNDER CONSTRUCTION PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
02 - 106	Beach Drive Undergrounding/Street Improvements	152,561
05 - 109*	Concrete Road Reconstruction – Various Locations	75,000
04 - 117	Manhattan Ave. Street Improvements	352,957
04 - 118*	Strand Bikeway Light Fixture Replacements	62,100
05 - 120	Street Improvements – Various Locations	756,117
01 - 121*	Aviation Street Tree Project	151,000
03 - 418*	Pump Station Upgrades	452,776
04 - 535	Clark Field Improvements	422,413
02 - 626*	Community Center ADA Upgrades, Phase 3	218,066
05 - 645*	Police Department HVAC (change order issued)	185,165
TOTAL COMPLETED		2,828,155
OUT TO BID PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 110*	Slurry/Crack Sealing – Various Locations	95,000
04 - 112*	Slurry/Crack Sealing at Various Locations	100,000
06 - 641	Clark Building Refurbishment, Phase 1	25,000
TOTAL OUT TO BID		220,000
UNDER DESIGN PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
02 - 104	Bayview Undergrounding Street Improvements	175,000
04 - 116	Street Imp. – Pier Ave., Hermosa Ave. to PCH	1,749,604
05 - 413	Sewer Improvements – Target Areas 2 thru 4	167,430
02 - 612	City Yard Renovation	660,000
99 - 631*	Beach Restrooms – Rehabilitation	38,826
TOTAL TO BE DESIGNED		2,790,860
TO BE DESIGNED PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 119	Hermosa Ave. & Longfellow Ave.	855,577
06 - 124	Street Improvements – 16 th St., PCH to Prospect	95,000
06 - 419	Sanitary Sewer Improvements	140,173
04 - 534	Park Improvements – Edith Rodaway	35,000
06 - 640	Fire Station Renovation	91,500
06 - 644	Community Center Upgrades, Phase 4	224,424
TOTAL TO BE DESIGNED		1,441,674

*04-05, 05-06 Budgets – Projects being completed in 06-07 – some with add'l. \$\$ for 06-07.

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 plumbing at Base III, Community Center and Police Department; delivered notices as requested; installed and took down banners; re-lamped fixtures at Police Department; set up Council Chambers as needed; replaced all urinals citywide with waterless units.

Equipment Service Division: Assisted with repairing Beach Drive barricades; sent units out for body work; performed on-going vehicle maintenance; removed hazardous waste material; executed safety recalls on Fords; took vehicles for on-going smog inspections; removed equipment for auction.

Parks/Medians Division: Repaired irrigation at Valley Park, Hermosa Ave. and other parks; installed new weather station at 6th and Ardmore; on-going repairs at Clark Stadium as part of the renovation; installed new benches on Pier; performed miscellaneous repairs in park restrooms.

Sewers/Storm Drain Division: Continued citywide sewer cleaning; videoed troubled areas for future repairs; repaired sewer line at Clark Field; opened beach outfalls; repaired drain at Aviation and Prospect; repaired steel cover at Aviation.

Street Lighting/Medians Division: Built new park sign; repaired jail lights; repaired Veterans Memorial lights; installed Jazz plaques; repaired park lighting; prepared US flags for installation; assisted with concrete work.

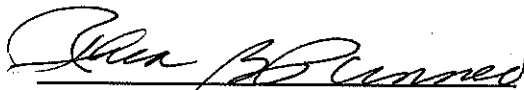
Street Maintenance/Traffic Safety Division: Removed graffiti; repaired street barricades; did hot a/c repairs citywide; sealed handprint wall; cleaned up City Yard; repaired concrete; painted streets; replaced meter poles.

<u>Graffiti Removal</u>			
<u>FY 06-07</u>		<u>FY 05-06</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	65.5	JULY	5.0
AUGUST	83.0	AUGUST	61.5
SEPTEMBER	36.0*	SEPTEMBER	40.0
OCTOBER	47.0	OCTOBER	35.0
NOVEMBER	231.5	NOVEMBER	27.0
DECEMBER		DECEMBER	54.0
JANUARY		JANUARY	6.0
FEBRUARY		FEBRUARY	20.25
MARCH		MARCH	24.5
APRIL		APRIL	47.0
MAY		MAY	13.5
JUNE		JUNE	80.0
TOTALS	231.5		413.75


*Advised of 23 additional hours of graffiti removal after report for September submitted.

Respectfully submitted:

Concur:

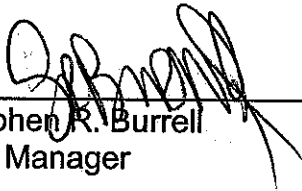


Rhea B. Punneo
Administrative Assistant



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

Noted:



Stephen R. Burrell
City Manager

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December 19, 2006

Honorable Mayor and Members of the
Hermosa Beach City Council

Regular Meeting of
January 9, 2007

PUBLIC WORKS DEPARTMENT MONTHLY REPORT – NOVEMBER 2006

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

ADMINISTRATION

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CURRENT MONTH	5	0	4	2	11	5	27	33	2
YEAR TO DATE	34	1	11	11	54	9	111	98	17

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	25	25	122
Inspections	124	151	631
NPDES Permit/City Storm Water Management Program	21	19	91
General Office Engineering	70	54	256
Grant Applications	0	0	5
Projects	20	20	191
Meetings – Other Public Agencies	10	13	73
NPDES Investigations	2	23	38
TOTAL HOURS	272	305	1,407

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED YTD	COMPLETED YTD
Building Maintenance	46	235	177
Medians	1	3	3
Parks	23	108	71
Sewers	1	21	19
Storm Drains	4	26	20
Street Lighting	25	82	43
Street Maintenance	22	140	106
Traffic Safety	24	137	86
Vehicle Maintenance	20	157	150
Other	41	193	145
Call-Outs (Services provided after hours and/or on weekends) **	5	19	19
Restarted Counts 7/1/06	212	1,121	839
TOTALS			
75% completed			

ENGINEERING

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

COMPLETED PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
05 - 643*	Pier Concrete Deck Treatment	125,000
TOTAL COMPLETED		125,000

UNDER CONSTRUCTION PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
02 - 106	Beach Drive Undergrounding/Street Improvements	152,561
05 - 109*	Concrete Road Reconstruction – Various Locations	75,000
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TOTAL COMPLETED		3,023,155

OUT TO BID PROJECT NO.	TITLE	06-07 BUDGET AMOUNT
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TOTAL OUT TO BID		25,000

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TOTAL TO BE DESIGNED		1,441,674

*04-05, 05-06 Budgets – Projects being completed in 06-07 – some with add'l. \$\$ for 06-07.

MAINTENANCE

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

Building Maintenance: Repaired beach restrooms after vandalism; set up Council Chambers as needed; repaired plumbing at jail; changed marquee; delivered paper; repaired Planning Dept. lighting; repaired then installed materials in animal shelter; repaired plumbing at Clark Building.

Equipment Service Division: Repaired trailer for skid loader; removed graffiti from City vehicles; did vehicle body repair; removed equipment for auction; handled safety recalls for Ford vehicles; repaired steering; handled hazardous waste removal.

Parks/Medians Division: Assisted with Clark Field renovation CIP; began street re-landscaping for Centennial celebration; completed citywide tree trimming; set up plaza stage for Christmas events; installed new water line at Clark Field.

Sewers/Storm Drain Division: Opened beach outfalls; responded to questions regarding sewer overflows with City Attorney; ongoing citywide sewer cleaning; responded to residents' sewer issues; prepared storm drain inlets.

Street Lighting/Medians Division: Repaired Valley Park signs; installed plaques on plaza; replaced Lot A lighting; repaired Pier fog horn; set up traffic counter; installed Christmas decorations; repaired plaza lights; moved furniture in Police Department.

Street Maintenance/Traffic Safety Division: Removed graffiti citywide; installed holiday decorations; installed new concrete areas at Clark Field; sealed handprint wall; ground asphalt; repaired sidewalks; repaired traffic signs, repaired traffic signals.

<u>Graffiti Removal</u>			
<u>FY 06-07</u>		<u>FY 05-06</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	65.5	JULY	5.0
AUGUST	83.0	AUGUST	61.5
SEPTEMBER	36.0*	SEPTEMBER	40.0
OCTOBER	47.0	OCTOBER	35.0
NOVEMBER	45.5	NOVEMBER	27.0
DECEMBER		DECEMBER	54.0
JANUARY		JANUARY	6.0
FEBRUARY		FEBRUARY	20.25
MARCH		MARCH	24.5
APRIL		APRIL	47.0
MAY		MAY	13.5
JUNE		JUNE	80.0
TOTALS	92.5		413.75

*Advised of 23 additional hours of graffiti removal after report for September submitted.

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

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