

Honorable Mayor and Members of the  
Hermosa Beach City Council

Regular Meeting of  
September 25, 2007

## PUBLIC WORKS DEPARTMENT MONTHLY REPORT – AUGUST 2007

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.
<b>CURRENT MONTH</b>	10	0	3	3	7	1	43	16	2
<b>YEAR TO DATE (FY 07-08)</b>	23	4	3	8	20	3	88	34	4

<u>NON-CIP PROJECTS</u> DESCRIPTION	<u>STAFF HOURS</u>		
	CURRENT	PREVIOUS MONTH	YEAR TO DATE
Field Investigations	29	10	256
Inspections	126	96	1,425
NPDES Permit/City Storm Water Management Program	18	5	173
General Office Engineering	31	36	545
Grant Applications	15	40	36
Projects	112	90	401
Meetings – Other Public Agencies	6	12	124
NPDES Investigations	2	5	51
Counts started 7-1-06			
<b>TOTAL HOURS</b>	<b>339</b>	<b>294</b>	<b>3,011</b>

<u>SERVICE REQUESTS</u> DESCRIPTION	<u>COUNTS*</u>		
	RECEIVED CURRENT MONTH	RECEIVED	COMPLETED
Building Maintenance	38	607	501
Medians	3	32	25
Parks	32	321	230
Sewers	3	57	55
Storm Drains	2	51	40
Street Lighting	13	237	186
Street Maintenance	24	334	286
Traffic Safety	26	406	291
Vehicle Maintenance	42	407	392
Other	28	499	378
Call-Outs (Services provided after hours and/or on weekends) **	3	71	71
*Counts started 7/1/06			
<b>TOTALS</b>	<b>214</b>	<b>3,022</b>	<b>2,455</b>
<b>82% completed</b>			

## ENGINEERING

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

COMPLETED PROJECT NO. 07-08	TITLE	BUDGET AMOUNT
-----------------------------------	-------	------------------

**TOTAL**

UNDER CONSTRUCTION PROJECT NO.	TITLE	BUDGET AMOUNT
04 - 118*	Strand Bikeway Light Fixture Replacements	19,882
05 - 413	Sewer Improvements – Target Areas 2 thru 4	167,430
06 - 419	Sanitary Sewer Improvements/CCTV Inspection Citywide	140,173

**TOTAL**

**327,485**

OUT TO BID PROJECT NO.	TITLE	BUDGET AMOUNT
---------------------------	-------	------------------

**TOTAL**

UNDER DESIGN PROJECT NO.	TITLE	BUDGET AMOUNT
02 - 104	Bayview Undergrounding Street Improvements	41,000
04 - 116	Street Imp. – Pier Ave., Hermosa Ave. to PCH	1,790,604
05 - 119	Hermosa Ave. & Longfellow Ave.	855,577
07 - 420	Stormwater Treatment – Infiltration Trench	713,000
07 - 422	Sewer Imp. – Sewer Master Plan	61,000
07 - 423	Sewer Imp. – Various	327,000
02 - 612	City Yard Renovation	1,208,000
99 - 631*	Beach Restrooms – Rehabilitation	762,000
06 - 644	Community Center Upgrades, Phase 4	311,121
07 - 648	Interior Lighting Retrofit for Public Buildings	42,000
06 - 640	Fire Station Renovation	89,709

**TOTAL**

**6,201,011**

TO BE DESIGNED PROJECT NO.	TITLE	BUDGET AMOUNT
06 - 124	Street Improvements – 16 <sup>th</sup> St., PCH to Prospect	95,000
07 - 132	Street Imp. – Slurry Seal at Various Locations	61,000
07 - 133	Street Imp. – Street Improvements at Various Locations	690,241
040- 535	Clark Field Lighting	153,600
07 - 641	Clark Building Refurbishment	175,000
07 - 647	Fire Department, Bard Building Improvements	20,900
07 - 649	Community Center North Wing General Improvements	126,000
07 - 650	Solar Collectors for Public buildings	51,000
07 - 651	Lot A Trash Enclosure	83,200
07 - 652	Civic Center Master Plan	43,500

**TOTAL**

**1,499,441**

\*Previous Budgets – Projects being completed in 07-08 – some with add'l. \$\$ for 07-08.

## 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:** Council Chamber set up and Take down; repaired Strand restrooms – included plumbing, graffiti removal; delivered paper to departments; assisted with air conditioning repairs; assisted with traffic safety issues; repaired electrical in PD; replaced lighting in PD; installed new paper towel dispensers; did inspections with contractors.

**Equipment Service Division:** Removed PD equipment for auction; assisted with traffic signal removal; repaired small equipment; rebuilt a/c units; performed ongoing vehicle maintenance; tested emergency generators.

**Parks/Medians Division:** Did major irrigation repairs at Valley Park and the Community Center; did ongoing irrigation repairs at all other parks; built and installed donated benches; changed Gould median to battery-operated system; removed graffiti from Parking Structure; steam-cleaned Parking structure; renovated ay Etow Park; performed turf maintenance at Clark Field; closed Fort Lots-of-Fun for sanitation clean up.

**Sewers/Storm Drain Division:** Assisted sewer contractor with CIP project; videoed trouble spots including 22<sup>nd</sup> and Beach; cleaned storm drain basins citywide; worked with County regarding mosquito abatement.

**Street Lighting/Medians Division:** Install and remove banners; removed graffiti; changed marquee; removed traffic signal poles and lights at 2<sup>nd</sup> St.; installed photo-electric flashers at 2<sup>nd</sup> St.; replaced tennis and basketball court lights at Clark Field; performed citywide streetlight survey; repaired streetlights; assisted with a/c repairs; started LED signal replacements.

**Street Maintenance/Traffic Safety Division:** Performed hot and cold asphaltic concrete repairs citywide; repaired concrete sidewalks; demo-ed new water brooms for downtown merchants; repaired barricades; moved trash cans for downtown merchants; replaced street signs at intersections; cleaned up Yard; ordered material for bench installations

<u>Graffiti Removal</u>			
<u>FY 07-08 Graffiti/Vandalism</u>		<u>FY 06-07</u>	
<u>MONTH</u>	<u>HOURS</u>	<u>MONTH</u>	<u>HOURS</u>
JULY	38.5	JULY	65.5
AUGUST	66.0	AUGUST	83.0
SEPTEMBER		SEPTEMBER	36.0
OCTOBER		OCTOBER	47.0
NOVEMBER		NOVEMBER	45.5
DECEMBER		DECEMBER	2.0
JANUARY		JANUARY	37.0
FEBRUARY		FEBRUARY	60
MARCH		MARCH	16.5
APRIL		APRIL	2.0
MAY		MAY	13.5
JUNE		JUNE	66.0
TOTALS	104.5		474.0

\*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