



TO: ED DRIGGERS, CITY ADMINISTRATOR
TAMMY DUNCAN, CITY CLERK

FROM: PUBLIC SERVICES DEPARTMENT

SUBJECT: ACTIVITY REPORT FOR November 2018

DATE: DEC 05, 2018

The Public Services Department submits the following activity for November 2018.

GARBAGE LANDFILL **NOV**
(SPARTANBURG 443.36 Tons – GREENVILLE 533.66 Tons)

GRAND TOTAL (Both Counties) **977.02 Tons**

Running Totals to date:

Spartanburg 2,735.82 Tons - Greenville 2,634.01 Tons

Total both Counties **5,369.83 Tons**

CARTS DELIVERED

NEW HOME CARTS: **35** REPLACEMENT CARTS: **21**

RECYCLE BINS: **49** CARTS REPAIRED: **19**

YARD WASTE CARTS: **2**



VEHICLE MAINTENANCE SHOP

FULL SERVICE OIL/FILTER: 10 MISCELLANEOUS JOBS: 36
TIRES REPLACED: 7 ROAD CALLS: 0
TIRES REPAIRED: 0 BRAKE JOBS: 3
MAJOR REPAIRS: 8 MINOR REPAIRS: 13
BATTERIES REPLACED: 7 TIRE ROTATIONS: 1
ROTORs TURNED: 4

Public Service Crew

Public Service crew put up, and decorated Christmas Trees in the City Park. Also helped put up pole banners on Wade Hampton. Cleaned the ditch lines on Bennett Street. Also cut trees back that fell across the street on Connecticut Ave during the storm. Cleaned up Randal Street, Trade Street, Victoria Street, Poinsett Street, and the downtown area. Also started the 2018/2019 Leaf Collection Routes.

Storm Drains and Catch Basins

Jetted storm drain pipe, and cleaned the ditch line at, and near 210 O'Neal Road.
Also repaired a storm box (catch basin) on Connecticut Ave

Street Sweeper

We ran the street sweeper 11 days on the city streets, and curb lines to clean leaves, and debris from the streets, and then hauled the street sweepings to the landfill.

Green Carts & Recycle Bins

Replaced, and, or repaired 44 green carts, and delivered 24 recycle bins, and 2-yard waste carts.

Signs

Replaced, and or repaired 4 Stop Signs, 3 Street Signs, and 1 Speed Limit Sign.

POTHoles

Patched several potholes in the following locations West Phillips Road, Westmoreland Road, Moore Street, Chartwell Dr., S. Buncombe Road, and 10th Street.

Grass Cutting, and Weed Spraying

We cut the grass at the High Bridge, Old Shop, Downtown, and OC Building.
We also cut grass, and did weed eating around city parking lots downtown.

Bushog & Right-of-Way Cutbacks

Ran both bushogs 10 days, in the month of November.

CITY BUILDING, AND CUSTODIAL MAINTENANCE

Our crews cleaned the city buildings daily along with other task. They also changed out light bulbs as needed, in all city buildings, such as Police, and Courts, as well as City Hall, along with making any repairs needed in all city buildings, such as the following.

Over saw the Upgrade of the Trane HVAC computer system at City Hall, Cannon Center, and also Police, and Courts.

Relocated ice machine to Tryon Center, and added a sink.

Over saw the contractor replace a bad board on Mini Split HVAC in IT closet at the PD.

Repaired the the wall above Tammy Duncan's office, and added a Fire Stop Caulk insulation.

Over saw the painting of the front exterior of the Operations Center.

Over saw the remodeling of the front receptionist office at the Operations Center.

Also, over saw the remodeling of the 1st Floor Work Room at City Hall, in order to add room for event storage.