



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

FROM: PUBLIC SERVICES DEPARTMENT

SUBJECT: ACTIVITY REPORT FOR SEPTEMBER 2015

DATE: October 16, 2015

The Public Services Department submits the following activity for SEPTEMBER 2015.

GARBAGE LANDFILLED

SEPT

(SPARTANBURG 350.01 Tons - GREENVILLE 502.57 Tons)

GRAND TOTAL (Both Cnty's) 852.58 Tons

Running Totals to date:

Spartanburg 794.30 Tons – Greenville 1,630.64 Tons

Total both Cnty's **2,424.94 Tons**

CARTS DELIVERED

NEW HOME CARTS: 23 REPLACEMENT CARTS: 21

RECYCLE BINS: 44 CART REPAIRED: 28

Extra purchased green cart: 1 Yard Waste Cart: 1



VEHICLE MAINTENANCE SHOP

FULL SERVICE OIL/FILTER: 15 **MISCELLANEOUS JOBS: 44**

TIRES REPLACED: 27 **TIRE ROTATIONS: 1**

TIRES REPAIRED: 5 **BRAKE JOBS: 3**

MAJOR REPAIRS: 13 **MINOR REPAIRS: 20**

BATTERIES REPLACED: 6 **ROTORS TURNED: 4**

ROAD CALLS: 1

STREET REPAIR AND ROAD MAINTENANCE

- Storm Drain & Catch basin) Worked on catch basins also repaired, and replaced storm drains: 7 days
- Sign Work: 9 Days, replaced, and, or repaired street signs.
- Repair/Replace Green Carts: 12 Days repairing or replacing green carts.
- Street Sweeper: 15 Days of sweeping city streets.
- Street Work: 15 Days of patching potholes, repairing sidewalks & curblines.
- Bush hog: 17 Days of bush hog and sightline cutbacks throughout the city.
- Cut Grass, Weed Spraying: 13 Days of cutting grass, and spraying weeds.
- Vac Truck: 3 Days of jetting city storm drain lines.

1. Did a very detailed cleaning of the OC Building, for our Annual Departmental Inspection.
2. Cut up trees that fell at City Hall, and also at the Cemetery.
3. Straightened up some headstones in the Cemetery after the storm.
4. Cut the grass in the cemetery with 2 employees and 4 Labor Finders.
5. Cut grass, sprayed weed spray, and cleaned the streets downtown.
6. Hauled two loads of E-Waste to the landfill.

CITY BUILDING MAINTENANCE

City Hall: 3 Hours a day 5 day's week.
Police & Courts: 3 Hours a day 5 days
Operation Center: 2 hours a day 2 days.
Janitor: City Hall/Cannon Center full
Time 8 hours shift 5 days a week.
Janitorial Work: 2 Employees full time,

Maintenance Supervisor: Overseeing building
Maintenance, janitorial work, etc, for all City
Buildings 40 hours a week. Heating and
Cooling Tracer Summit 5 – 14 hours a week.

City Hall...Hall A Set up for council: 1 hr Elevators inspection: 2 hrs
City Hall...Hall A break down for council: 1 hr P.D. ballast replaced: 3 hrs
City Hall...Hall A Set up for council: 1 hr City Hall motion sensor replaced: 2 hrs
City Hall...Hall A break down for council: 1 hr Project managing Victor Gym

Needmore Center emergency backup light batteries replaced: 2 hrs
Project managing proposal for preliminary design for City of Greer Dog Kennel.