



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

FROM: PUBLIC SERVICES DEPARTMENT

SUBJECT: ACTIVITY REPORT FOR DECEMBER 2015

DATE: January 19, 2016

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

GARBAGE LANDFILLED

DEC

(SPARTANBURG 342.48 Tons - GREENVILLE 579.38 Tons)

GRAND TOTAL (Both Cnty's) 921.86 Tons

Running Totals to date:

Spartanburg 1,925.79 Tons – Greenville 3,008.51 Tons

Total both Cnty's **4,934.3 Tons**

CARTS DELIVERED

NEW HOME CARTS: 27 REPLACEMENT CARTS: 9

RECYCLE BINS: 48 CART REPAIRED: 7



Recycle Center

RECYCLING CURB

Paper Mixed	7.81	Tons	Tons Collected Curbside: 53.46 Tons
Plastic	3.32	Tons	
Cardboard	5.50	Tons	
E-Waste	1.47	Tons	Total Tons 76.33 both Center, and Curbside
Metal Box	2.99	Tons	
Tires	1.78	Tons	

Visitors to Recycle Center: 941

VEHICLE MAINTENANCE SHOP

FULL SERVICE OIL/FILTER: 13	MISCELLANEOUS JOBS: 39
TIRES REPLACED: 8	TIRE ROTATIONS: 2
TIRES REPAIRED: 1	BRAKE JOBS: 3
MAJOR REPAIRS: 12	MINOR REPAIRS: 13
BATTERIES REPLACED: 1	ROTORS TURNED: 4
ROAD CALLS: 3	

STREET REPAIR AND ROAD MAINTENANCE

- Storm Drain & Catch basin) Worked on catch basins also repaired, and replaced storm drains in several locations: 10 days
 - Sign Work: 7 Days, replaced, and, or repaired street signs.
 - Repair/Replace Green Carts: 11 Days repairing or replacing green carts.
 - Street Sweeper: 3 Days of sweeping city streets.
 - Street Work: 16 Days of patching potholes, repairing sidewalks & curblines, in various locations.
 - Bush hog: 3 Days of bush hog and sightline cutbacks throughout the city.
 - Leaf pickup: 21 Days of picking up leaves in the city
 - Camera Van: 1 Days running camera cleaning city drain lines.
 - Vac Truck: 3 Days of jetting city storm drain lines.
1. Hauled 2 loads of E-Waste to the landfill.
 2. Rebuilt storm box on Hilton Street.
 3. Setup a new electronic speed limit sign for the Police Department, we had to concrete the post in the ground.
 4. Cut a fallen tree out of the road due to large amounts of rain.
 5. Sent 5 employees to a one day class at, Clemson University, on snow removal, and maintenance of snow removal equipment.

CITY BUILDING MAINTENANCE

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

City Hall, Hall A set up for council: 2 hrs City Hall, Hall A break down for council: 2hrs
City Hall, Hall A set up for council: 2 hrs City Hall, Hall A break down for council: 2 hrs

Safety Committee Meeting: 1 hr
City Hall annual deep clean 1st and 3rd floors: 15 hrs. City Hall 3rd floor staff lounge
waxed floors 3 coats: 10 hrs
Police and Courts hot water installed: 6 hrs Courts replace compact lights: 3 hrs
Roof quote for Snow Street Building: 3 hrs