



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

FROM: PUBLIC SERVICES DEPARTMENT

SUBJECT: ACTIVITY REPORT FOR JANUARY 2017

DATE: FEB 09, 2017

The Public Services Department submits the following activity for January 2017.

GARBAGE LANDFILLED

JAN

(SPARTANBURG 312.66 Tons – GREENVILLE 541.64 Tons)

GRAND TOTAL (Both City's) 854.3 Tons

Running Totals to date:

Spartanburg 2,753.65 Tons – Greenville 3,498.47 Tons

Total both City's **6,252.12 Tons**

Carts Delivered

NEW HOME CARTS: 31 REPLACEMENT CARTS: 21

RECYCLE BINS: 52 CARTS REPAIRED: 11



Recycle Center

Recycle Curbside

Paper Mixed 7.42 Tons

Tons Collected Center: 10.02

Plastic 2.60 Tons

Tons Collected Curbside: 56.44

Cardboard: 0.00 Tons

E-Waste: 0.00 Tons

Both Center, and Curbside: 66.46

Metal/Alum 000 Tons

Tires: 000 Tons

VEHICLE MAINTENANCE SHOP

FULL SERVICE OIL/FILTER: 20

MISCELLANEOUS JOBS: 35

TIRES REPLACED: 15

TIRE ROTATIONS: 1

TIRES REPAIRED: 2

BRAKE JOBS: 2

MAJOR REPAIRS: 11

MINOR REPAIRS: 24

BATTERIES REPLACED: 6

ROTORS TURNED: 4

ROAD CALLS: 2

STREET REPAIR AND ROAD MAINTENANCE

- Storm Drain & Catch basin: Worked on catch basins also repaired, and replaced storm drains in several locations: **2** days
 - Sign Work: **8** Days of repairing and, or replacing street signs.
 - Repair/Replace Green Carts: **15** Days repairing or replacing green carts.
 - Street Work: **16** Days of patching potholes, repairing sidewalks & curblines, in various locations.
 - Leaf Pickup: **18** Days of picking up leaves throughout the city.
 - Vac Truck: **2** Days of jetting city storm drain lines.
 - Street Sweeper: **10** days of sweeping city streets.
 - Camera Van: **1** day of running camera thru city storm drain lines.
1. Hauled 2 loads of E-Waste to the landfill.
 2. Took down Christmas Trees at City Hall, and removed decorations from poles throughout the city.
 3. January 06, & 08, 2017 all employees worked, they attached spreaders and plows to trucks, then filled them with salt, and sand, which they applied to icy, and snowy roads.
 4. Hauled 3 loads of construction waste to the landfill from the Recycle Center.
 5. Spread gravel at the corner of Pine Street, and Barbre Ave. where we had torn out the asphalt, and curblines
 6. Terry, and Edgar have taken over the all the maintenance on all city buildings as of January 20th, 2017.

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.

Janitorial Work: **2** Employees full time, and **1** part time.

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

Managing City Projects: Safety Committee Meeting: 1 hr.
City Auditorium, renovations & budget cost, ongoing project.

Police & Courts: Installation of bullet proof walls, has been completed.

Police/Courts, City Hall, Cannon Centre, & Tryon Center, replaced 68 lamps or bulbs, and 25 ballast. Also replaced the batteries in the smoke detectors at Tryon Center, as well as changed a door enclosure.

Police/Courts, repaired & replaced some drain lines.

Police/Courts, buffed the floors, repaired a hole in the wall, after repairing, drain line in the wall caused by, water fountain repair.

City Hall, cleaned the vents, in the hall on the second floor, and cleaned the ceiling tiles in the events hall. Also replaced the blinds in an office on the first floor.