

To: Governing Body  
From: John Sullivan, Director of Public Works  
Date: March 11, 2020  
Re: Monthly Status Report

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- 2019 (formerly 2018) Street and Storm water Improvement Projects: We have some brick work related to a home on W. 50<sup>th</sup> Terrace to replace.
- W. 47<sup>th</sup> Street Project: The KDOT agreement will be considered along with an agreement with the UG at a future Council Meeting.
- Storm water box failure behind Retail Grocers Building: This project is complete. I will be invoicing Retail Grocers Association for their portion of the work.
- Stone Wall Veneer, 4800 Building: Mayor Waters has contacted GBA Engineering firm to review the wall. They have submitted a proposal for the City to consider. I have not met with Mayor Waters to discuss as of yet.
- Curb & Gutter Repairs, Driveway Approach Replacements, Street Patching, and Sidewalk Replacement: This project is complete.
- Storm Water Infrastructure Survey: The survey work is complete. We are awaiting the data to be compiled and the report to follow.
- KU Crosswalk: KU has received Bids for this project. They have not made a decision as to when they will award the project.
- Paint Only Project on W. 47<sup>th</sup> Street: We have met in person as well as via a telephone conference concerning this project. We do have a commitment from the U.G. to pay for half of the project. We have worked out all but one issue with the U.G. but I hope to have this resolved this week. My intention is to have a favorable bid back in time for the April Council Meeting with the work completed soon after, May/June timeframe.
- Belinder CARS Project, UBAS with additional streets: We will be receiving bids for this project on March 25<sup>th</sup>. This project was bid through the City of

Roeland Park. I would expect them to approve the bid in early April.  
Construction timeline will be determined after the approval.

## **Westwood Public Works Monthly Report**

**TO: GOVERNING BODY**  
**FROM: JOHN SULLIVAN, DIRECTOR OF PUBLIC WORKS**  
**RE: MONTHLY REPORT, FEBRUARY 2020**  
**DATE: MARCH 11, 2020**

Some of the activities for Public Works in February include:

1. Daily collection of trash from the City Hall and City Parks.
2. Perform a weekly inspection of the playground equipment and park facilities.
3. Perform a weekly inspection of the traffic control signs throughout the City; replace poles and signs as required.
4. I Prepared the Purchase Orders and documentation for those purchases.
5. Performed routine maintenance at the City Hall to include the servicing of the air handling equipment, re-lamping fixtures and repairing or installing appurtenances including plumbing fixtures.
6. I represented the City at various meetings to include:  
NPDES Phase II Sub-Committee Meeting – 2.0 hrs., Local Venue  
STP Meeting – 2.5 hrs., Local Venue
7. Received, via email, Kansas One-Call Locate Requests, advised callers of there status with the City of Westwood in regards to utilities and advised, when appropriate, the need to either get an excavation permit, building permit or fence permit. I provide the building official with a copy of the locate requests for follow-up for any building permits that may be required and answered any questions when asked.
8. We performed routine maintenance on the Public Works vehicles and equipment to include fluid services, cleaning, and general repairs.
9. Routine maintenance of the Public Works Facility to include the air handling equipment, plumbing, electrical, and cleaning.
10. Performed various clerical duties for the Public Works Department's daily functions.
11. I attended Public Works, City Council and Staff and Committee meetings as required.
12. We performed weekly checks on the inside of the 5050 Rainbow property.
13. Observed activities associated with ROW Permits.
14. We marked streetlight utilities when requested by the One-Call System.
15. We installed streetlight house side shields.
16. We removed the fountain motor and pump assembly from the W. 50<sup>th</sup> Street Park.
17. We performed de-icing activities in all three cities on two separate occasions.
18. We installed new street sign posts and signs, over 100, on numerous streets in the city.

19. We swept streets on two separate occasions.
20. I met with the U.G. via conference call and in person to resolve issues on the W. 47<sup>th</sup> Street Stripe only project.
21. I met with the City Engineer concerning the Annex street projects.

This concludes my activities report for some of the activities for Public Works in February.