

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

- 2019 (formerly 2018) Street and Storm water Improvement Projects: We have some brick work related to a home on W. 50th Terrace to replace.
- W. 47th 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 only has some backfill and grading to complete and a small amount of concrete to pour in the parking lot in front of the new inlet. We are waiting on more favorable weather.
- Stone Wall Veneer, 4800 Building: We met with the building owners. Mayor Waters is having a structural engineer look at the situation.
- Curb & Gutter Repairs, Driveway Approach Replacements, Street Patching, and Sidewalk Replacement: All of the concrete work is complete. The asphalt work will be shifted to the UBAS project. The patch at City Hall will be done with the original contract.
- Storm Water Infrastructure Survey: The survey work is complete. We are awaiting the data to be compiled and the report to follow.
- KU Crosswalk: I am awaiting a status update from KU on this project.
- Paint Only Project on W. 47th Street: Ryan Denk has offered to contact the folks at UG as he has a very good relationship with the folks we need to work with. I am going to take him up on this offer and see if we can get this moving.
- Belinder CARS Project, UBAS with additional streets: This project is moving forward with the consideration for approval of the engineering and the CARS Agreement at the Council Meeting on Thursday.

Westwood Public Works Monthly Report

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

Some of the activities for Public Works in January 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:
Public Works Directors Meeting – 1.5 hrs., Local Venue
NPDES Phase II Sub-Committee Meeting – 2.0 hrs., Local Venue
OGL 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 patched potholes.
16. We swept the streets numerous times, loaded and removed leaves.
17. Received bulk de-icing material, treated and stored for winter operations.

18. We disconnected various streetlight feed sources as new streetlights were put in operation.
19. We installed house side shields on street light poles, various locations.
20. Three employees attended a 3 day class on the principals of concrete and concrete inspection at UMKC. All three were successful in passing the course.
21. We installed snow and ice control equipment on the trucks for snow removal and de-icing operations.
22. We plowed and de-iced streets and City Hall to include Westwood Hills and Mission Woods on multiple occasions.
23. We cleared public sidewalks of snow around all public buildings and facilities as well as from in front of the school and business district.
24. We removed one spreader and all snow plows after the snow and ice event.
25. I met with Bridging the Gap concerning the grant funding for tree planting and the next project.
26. I met with the Mayor and the owners of the 4800 Bldg. concerning the stone wall collapse in front of their building.
27. I participated in a selection committee for a county wide debris management contractor selection process with the Johnson County Emergency Management Department.

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