

To: Governing Body
From: John Sullivan, Director of Public Works
Date: January 7, 2020
Re: Monthly Status Report

- 2019 (formerly 2018) Street and Storm water Improvement Projects: The old streetlight poles are 70% removed. The only sodding that remains is related to the last 30% of the streetlight poles to be removed. 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.
- Stone Wall Veneer, 4800 Building: The Mayor and I will be meeting with the building owners on Friday to discuss this project.
- Curb & Gutter Repairs, Driveway Approach Replacements, Street Patching, and Sidewalk Replacement: All of the concrete work is complete. The only outstanding work to complete is some asphalt patching. This will be done as soon as the weather allows it.
- 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: We have asked the engineer to revisit the project and look for some areas to trim in an effort to bring the cost down. This has been done. We will be discussing this project with our counterparts at the U.G. as well as in committee to determine if we want to move forward.
- Belinder CARS Project, UBAS with additional streets: This project will be bid with the City of Roeland Park. I have submitted the streets we are considering along with the CARS Project for UBAS surface treatment. I am

awaiting a meeting with the Roeland Park Engineer to determine a scope of service and a fee. We also have the CARS Agreement to consider.

Westwood Public Works Monthly Report

TO: GOVERNING BODY
FROM: JOHN SULLIVAN, DIRECTOR OF PUBLIC WORKS
RE: MONTHLY REPORT, DECEMBER 2019
DATE: JANUARY 7, 2020

Some of the activities for Public Works in December 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: None
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. I observed construction activities for the 2019 Road and Storm Water Project.
16. We patched potholes.
17. We installed temporary No Parking signs at various locations for the street projects.
18. We swept the streets numerous times, loaded and removed leaves.
19. Received bulk de-icing material, treated and stored for winter operations.
20. Performed de-icing and snow plowing operations in all three cities.

21. We removed leaves from various City properties.
22. We disconnected various streetlight feed sources as new streetlights were put in operation.
23. We performed the leaf pickup program.
24. We installed the holiday lights on the City Holiday Tree.
25. We installed house side shields on street light poles, various locations.
26. We installed snow and ice control equipment on the trucks for snow removal and de-icing operations.
27. We plowed and de-iced streets and City Hall over a two day period to include Westwood Hills and Mission Woods.
28. We removed one spreader and all snow plows after the snow and ice event.

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