

*"This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests that the item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Agenda of the Clare City Commission."*

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## **DECEMBER 2009 – DEPARTMENT REPORT**

### **DEPARTMENT OF PUBLIC WORKS**

**Street work (27.22%)** was primarily winter maintenance with approximately 11" of snowfall and freezing drizzle. We used 115.44 tons of road salt and 8 tons of sand, hauled snow from BR-127 and from parking lots, and plowed at the airport. Other work included patching potholes and our normal schedule of brush chipping. Smaller diseased trees that were located in city right-of-ways were removed by city crews (no power lines were involved in these removals).

**Water and sewer work (16.03%)** included our normal schedule of meter appointments (service turn on/off, high usage checks, meter and/or RF replacements, and sewer problems) as well as reading water meters. In addition, we repaired a fire hydrant on Woodlawn, replaced the curb box at 641 Wilcox Parkway, repaired a water main break at McEwan & Dwyer, and repaired a water leak at Fifth & Glendale.

**Cemetery work (1.79%)** included one (1) adult burial.

**Miscellaneous work** included repairing the roof on the old railroad depot; cleaning the downtown tree grates; and flooding the skating rink (at Shamrock Park) to prepare it for opening. Skating rink officially opened for public use on December 30th. We also began the remodeling project in the City Hall first floor hallway.

**DPW work (44.21%)** included our normal schedule of building and equipment maintenance. There were 2-1/2 days Holiday this month which accounts for the large percentage of off time. We also spent some time making repairs to barricades.

*Bob Bonham*

Bob Bonham, Superintendent  
Department of Public Works

BB:cd

Attachments: DPW Manhour Report  
Work Order List (Utility Program)  
Equipment Report

**DEPARTMENT OF PUBLIC WORKS- MANHOUR (DEC 2009)**

FUND	% OF HOURS	DEPARTMENT	December-09	
			REG.	O/T
<b>GENERAL FUND</b>	4.25%	General Fund/City Hall	66.00	3.00
	1.79%	Cemetery	29.00	
	2.84%	Parades/Flags/Pking Lots	42.00	4.00
	6.27%	DDA Parking Lots	59.00	42.75
	0.31%	Downtown Trees & Lights	5.00	
	1.97%	DDA Trees & Lights	32.00	
	2.19%	Airport	25.00	10.50
<b>PARKS</b>	2.03%	Lake Shamrock Dam & Park work	33.00	
	0.00%			
<b>TKLINE'S</b>	0.06%	Drains & Backslopes	1.00	
	2.84%	Snow & Ice	11.00	35.00
	0.62%	Hauling Snow from BR-127	10.00	
<b>MAJOR STREETS</b>	0.59%	Preservation	9.50	
	3.27%	Winter Maintenance	41.5	11.5
<b>LOCAL STREETS</b>	4.29%	Preservation	69.50	
	6.44%	Winter Maintenance	87.5	17
<b>SIDEWALKS</b>	0.00%	Construction/Restoration	0.00	
<b>SEWER</b>	0.80%	Collection	9.00	4.00
<b>WATER</b>	15.23%	Distribution & Meter Mts.	226.50	20.50
<b>DPW</b>	28.61%	DPW Admin/Bldg/Equip	462.50	1.50
	15.60%	OFF TIME: Sick/Vac	253.00	
<i>1621.75</i>	<b>100%</b>	<b>TOTALS:</b>	<b>1472</b>	<b>149.75</b>

FUND	% OF HOURS	DEPARTMENT	December-09	
			REG.	O/T
<b>DPW Clerical</b>	4.17%	Cemetery Admin	7.7	
	21.19%	Refuse Collection	39.14	
	4.17%	Major Sts Admin	7.7	
	4.17%	Local Sts Admin	7.7	
	21.25%	Sewer Collection	39.26	
	21.30%	Water Distribution	38.6	0.75
	6.17%	DPW Administration	11.4	
	17.59%	OFF TIME: Holiday/Sick/Vac	32.5	
<i>184.75</i>	<b>100%</b>	<b>TOTALS:</b>	<b>184</b>	<b>0.75</b>

FUND	% OF HOURS	DEPARTMENT	December-09	
			REG.	O/T
<b>PARKS</b>	59.20%	PARKS WORK	108	11
	15.92%	DDA WORK	26	6
	14.93%	BUILDING & GROUNDS WORK	30	
	9.95%	OFF TIME: Holiday/Sick/Vac	20	
<i>201</i>	<b>100%</b>	<b>TOTALS:</b>	<b>184</b>	<b>17</b>

**CITY OF CLARE - DPW**  
**COMPLETED WORK ORDERS - DECEMBER 2009**

	<u>Work Order #</u>	<u>Service Address</u>	<u>Date Completed</u>	<u>Type</u>
1.	EST3 09-0253	604 JACKSON	12/01/09	Replaced RF
2.	HIGHUSE 09-0086	409 W WHEATON	12/01/09	Found leaks, no billing adjustments
3.	REPAIR 09-0164	207 DUNLOP	12/01/09	Changed meter head & RF
4.	REPAIR 10-0167	309 JOHN R	12/01/09	Replaced meter & shut water off (vacant)
5.	EST3 09-0255	1303 VINEWOOD	12/02/09	Replaced RF
6.	REPAIR 09-0155	409 E SIXTH	12/02/09	Meter was installed backwards; turned around.
7.	EST3 09-0228	205 E STATE	12/03/09	Compound Meter: New Heads & RF's for both
8.	REPAIR 09-0165	810 CEDAR	12/03/09	Replaced meter & RF both
9.	EST3 09-0256	502 E SIXTH	12/04/09	Replaced meter & RF both
10.	HIGHUSE 09-0084	405 FOREST	12/04/09	Found leaks, no billing adjustments
11.	EST3 09-0264	110 WITBECK	12/07/09	Replaced RF
12.	EST3 09-0265	586 WITBECK	12/07/09	Replaced RF
13.	EST3 09-0266	521 POINT	12/07/09	Replaced RF
14.	EST3 09-0259	220 GATEWAY #6	12/08/09	Replaced RF
15.	EST3 09-0260	600 PINE	12/08/09	Replaced RF
16.	EST3 09-0261	302 N McEWAN	12/08/09	Replaced RF
17.	EST3 09-0262	1426 N McEWAN	12/08/09	Changed meter head & RF
18.	EST3 09-0263	11339 N MISSION	12/08/09	Replaced RF
19.	EST3 09-0267	204 DUNLOP	12/08/09	Replaced RF
20.	EST3 09-0257	317 E SEVENTH	12/09/09	Changed meter head & RF
21.	OFF 09-00372	103 E FIRST	12/11/09	Vacant rental, shut water off at street
22.	EST3 09-0258	411 E SIXTH	12/14/09	Replaced RF
23.	OFF 09-00373	610 S RAINBOW	12/14/09	Internal water line burst, shut water off at street.
24.	REPAIR 09-0166	790 INDUSTRIAL DR	12/14/09	Replaced meter & RF both
25.	SR 09-0023	114 JOHN R	12/14/09	Customer having sewer problems, city lines good.
26.	ON 09-0127	399 SHAMROCK	12/17/09	Was off for winter, turned service back on.
27.	EST3 09-0161	414 E SIXTH	12/21/09	Replaced meter & RF both
28.	EST3 09-0198	103 BEECH	12/22/09	Replaced RF
29.	EST3 10-0270	305 E SEVENTH	12/22/09	Replaced RF
30.	REPAIR 10-0169	105 E SEVENTH	12/22/09	Changed meter head & RF
31.	EST3 10-0269	806 CEDAR	12/23/09	Replaced RF
32.	REPAIR 10-0168	800 CEDAR	12/23/09	Replaced RF
33.	EST3 09-0268	661 WILCOX	12/29/09	Replaced RF
34.	OFF 09-00368	608 S RAINBOW	12/29/09	Off for winter
35.	ON 09-0128	212 W WHEATON	12/29/09	Turn water back on
36.	OFF 09-00374	306 W WHEATON	12/31/09	Off for winter
37.	OFF 09-00375	502 E SIXTH	12/31/09	Off for winter

## EQUIPMENT RENTAL - DECEMBER 2009

### GENERAL FUND

General Operations	101-265.000-943.641	1,255.85	
Cemetery	101-276.000-943.641	471.51	
Police	101-301.000-943.641	6,019.60	
Parades/Flags/Pking Lots	101-441.000-943.641	4,853.38	
Street Lighting	101-448.000-943.641	1,143.17	
Airport	101-537.000-943.641	2,262.12	
		101-000.000-001	-\$16,005.63 cr

### MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	2,609.81	
All Major Streets	202-449.002-943.641	2,990.13	
		202-000.000-001	-\$5,599.94 cr

### LOCAL STREETS

All Local Streets	203-449.002-943.641	7,770.86	
		203-000.000-001	-\$7,770.86 cr

### Parks & Lake Shamrock Dam

Parks & Dam Mts	208-751.001-943.641	6,237.02	
		208-000.000-001	-\$6,237.02 cr

### SEWER FUND

Sewer Treatment	590-536.001-943.641	559.44	
Sewer Collection	590-536.002-946.641	541.79	
		590-000.000-001	-\$1,101.23 cr

### WATER FUND

Water Trmt/Pumping	591-536.003-946.641	393.39	
Water Distribution/Meters	591-536.004-946.641	3,018.08	
		591-000.000-001	-\$3,411.47 cr

### MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$40,126.15	
General Fund	641-000-669.101		-\$16,005.63
Major Sts/Tklines	641-000-669.202		-\$5,599.94
Local Sts	641-000-669.203		-\$7,770.86
Parks	641-000-669.208		-\$6,237.02
Sewer	641-000-669.590		-\$1,101.23
Water	641-000-669.591		-\$3,411.47

### CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101	\$16,005.63
Major Sts/Tklines	102-000-669.202	\$5,599.94
Local Sts	102-000-669.203	\$7,770.86
Parks	102-000-669.208	\$6,237.02
Sewer	102-000-669.590	\$1,101.23
Water	102-000-669.591	\$3,411.47

### EQUIPMENT RENTAL, ALL DEPOSITS:

	102-000.000-067	\$40,126.15
	102-000.000-001.001	
	102-000.000-067.102	