



## CITY ADMINISTRATOR

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### MEMO

**To: Mayor, City Attorney and City Council**  
**CC: Department Directors & Press**  
**From: City Administrator**  
**Subject: Administrator's Report**  
**Date: August 5, 2014**

**Storm Clean-up Costs:** Clean up of the June 30<sup>th</sup> storm has been completed with the exception of necessary tree stump removal and sidewalk/curb repairs. These will take quite sometime since we need to have diggers hotline mark them first.

To date the cost of this storm to the City includes the following:

City Tree loss @ \$195/Tree and labor	\$17,940.00
Overtime – Forestry	\$ 4,918.00
Damage to Bethesda Park Restroom Facility	\$ 8,192.00
Waste Water Plant lift station pumping (electric outage)	\$ 402.00
Waste Water Plant storm related wages	\$ 3,569.00
Additional Fuel expense	\$ 193.00
DPW Labor	\$27,132.00
DPW Equipment Usage	\$16,150.00
DPW Fuel	\$ 3,896.00
Total	\$82,392.00

**Police Dept. Recognitions:** Officers Mailloux, Schmidt and Taylor received a letter of appreciation from Chief Jack for their tenacity in resolving a juvenile threat at the Waukesha Library. We appreciate the hard work to the Police Department in keeping the City safe.

**Inspection Department:** As has been previously reported, due to retirements and job changes, and our inability to fill these vacancies, the Inspection Department is significantly short-handed and behind in their inspections (building, plumbing, electrical and plan review). As a result, inspectors are temporarily being required to work overtime until we can get caught up on the backlog.

### Engineering Division

- **City Buildings and Facilities:**
  - Police Department Parking Lot Replacement including fencing – City Crews started the City portion.
- **Garbage/Recycling:** presenting recommendation to award contract at August 7<sup>th</sup> BPW meeting.
- **Street and Utility Projects:**
  - 2014 Asphalt Resurfacing and Street Rehabilitation – Starting work at Moreland & Pewaukee week of July 28.
  - Pavement Evaluations – Survey Pavement Conditions - Concentrating on the north side of the City



### **Metro Transit Division**

- **Compliance:** The Federal Transit Administration (FTA) conducted its onsite triennial review (compliance) July 21 and 22<sup>nd</sup>. The Firm hired by the FTA to conduct the review issues the most findings in the country and Waukesha Metro Transit had only four findings. On average over the years, transit systems in the Great Lakes region have had 5-6 findings so Waukesha Metro performed well in this year's review.

### **Parking Division**

- **New Revenue Equipment:** Selection has been made by the Public Works committee for the replacement of the revenue equipment at the Ramp and Transit Center. Meetings on installation will begin on Aug. 5.

### **Streets Division (DPW City Garage)**

- **Compost:** Started second batch of compost.
- **Concrete Work:** North St. concrete replacement project.
- **Asphalt Work and Crack-filling:** the north-east side of the city.
- **Signs and Signals:** continuing sign and signal upgrades city wide.

### **Wastewater Treatment Division**

- **Construction Update:** Still working on new digester foundation. Relocating phone and fiber connections. Ground floor of Administration building demolition and foundation addition nearing completion. Painters starting to paint.
- **Reporting:** Lab audit report from DNR came back favorable with only a few suggested improvements.
- **Operations:** Finished a pilot study of a low level phosphorus removal process. Working on budget for 2015.

**Administrator out of Town:** I will be out of town from August 8-23. During that time I will not have cell phone access and sporadic email access. Dr. Abadi will be the acting Administrator during my absence.

*As always, if you have any questions about the above matters or any other City administrative business/activities, please feel free to contact me.*