PUBLIC WORKS

Mission:
To operate, maintain and improve the City’s street and utility infrastructure and programs in a manner that cost effectively enhances the community’s livability.

DEPARTMENT DESCRIPTION

Public Works Department $17,073,481
226 FTEs

Engineering Survey, Design and Contracting

This program functions as a full service engineering design office including field survey, engineering design, and bidding of work to award to a Contractor for construction. The Survey Group provides traditional data collection services associated with the design of Engineering projects, and assists other Departments in the City with platting of properties, delineation of easements and public rights-of-way, and property and boundary research and surveys. The Design Group provides traditional services pertaining to street design for curb and gutter and ribbon paving including storm water collection and piping, and water/ sewer extensions. The Design Group provides design services for new sidewalk, curb ramp construction and repair, as well as project specific advice on street and trail repaving, emergency utility repairs and construction projects such buildings and complex pump stations. The Contracting Group provides contract and project management services for infrastructure designed by the Design Group, City Repaving contracts, Consultant and Construction projects for Economic Development, and Streetscape design and construction. These services are comprehensive and include payments, management, public meetings, agenda item preparation, bidding and contracting.

Paved, Dirt Street and Sidewalk Maintenance

This program has responsibility for public roadway maintenance, street repaving, alley and sidewalk maintenance in the city. Street Maintenance also plans and executes the city’s winter weather plan to reduce the hazard to traffic created by snow and ice and assists other departments in debris removal from natural disasters. Through a municipal agreement with NCDOT, the city receives a reimbursement for costs associated with winter weather maintenance for State highway system roads within city limits. Other special projects and utility cut repairs for street cuts made by the City Water Management Department are provided under this program.

Stormwater Quality

The Stormwater Quality Program provides services related to the management and improvement of surface waters through compliance with a National Pollutant Discharge Elimination System (NPDES) permit, Neuse River Nutrient Sensitive Waters Management Strategy, Jordan Lake Rules, Falls Lake Rules and Water Supply Watershed Protection Rules. Program implementation is monitored and reported to regulatory agencies. The program provides industrial/municipal inspections and education, chemical, biological and atmospheric monitoring, maintenance of a state certified benthic laboratory, public education and participation, and investigation and elimination of unauthorized connections and/or illegal waste disposal, including enforcement. The program includes review of proposed water quality legislation, review and comment on federal/state rule development and development of ordinances and implementation plans for federal and state rules, development of watershed plans and implementation of those plans. This program also coordinates stream restoration activities and implements water quality projects through grants.

Stormwater Infrastructure Maintenance, Street and Bus Stop Cleaning

The program provides for maintenance of the stormwater drainage system within the city’s right-of-way. Also provided are a variety of services that contribute to the positive visual appearance of the city as well as water quality. These services include cleaning debris off catch basin tops, sweeping street curbs and gutters, dead animal removal from streets and vet hospitals, and litter removal from ditches, sidewalks, downtown areas and other public street rights-of-way. Street Cleaning also provides staff support during severe winter weather situations assisting with snow removal and salt dispersal. Bus Stop Cleaning provides general cleaning services, mowing and trash collection for all city bus shelters. Enhancements of this service include pressure washing, and
maintaining appearance and conditions that are beneficial to the community. Selected trash removal services are provided seven days a week.

**Engineering Inspections**

This program provides traditional inspections services for the street, water, sewer and storm water infrastructure that is built by the development community, as well as the infrastructure and repaving that is constructed on City Contracts and by NCDOT where City utilities are involved. The scope of these services involves every aspect of public works infrastructure construction including clearing, grading, sub-grade preparation, trenching, pipe laying, concrete work, stone installation, road bed approval, and paving. The inspectors provide the front-line assurance that the installation is in accordance with the City's and all other applicable standards. The Inspections group provides services for locating the City underground water, sewer and storm water infrastructure as part of the state-wide One-Call network, permitting and inspecting the installation of electric, telephone, cable TV, gas and other incidental utilities in the public right-of-way, approving as-built infrastructure drawings and digital submittals for construction projects, and filing and tracking surety bonds and other financial instruments posted by the development community in conjunction with obtaining plat approval for their projects.

**Stormwater Infrastructure**

The Stormwater Infrastructure Program provides for the design, management and inspection of construction, repair and replacement of municipal stormwater infrastructure within rights of way, on city owned property as well as investigation, repair and replacement of stormwater infrastructure on private property. The program also includes the location and mapping of the stormwater infrastructure. The program includes floodplain management activities that include management of the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Repository, National Flood Insurance Program (NFIP) technical assistance, flood mitigation, review of flood studies, issuance of floodplain development permits, processing letters of map revision, and technical assistance to the Floodplain Administrator.

**GIS & Billing**

The GIS & Stormwater Billing program is responsible for maintaining the following GIS layers: street centerlines, city sidewalks, stormwater system, water and sewer GIS collection and distribution system. These include infrastructure GIS layers (and scanning supporting documents) which contain all of the pipes, catch basins, channels, manholes, fire hydrants, valves, blow-offs, etc. that the city maintains as well as those maintained by NCDOT (in the case of stormwater) and private entities. This data is utilized by water and sewer maintenance personnel, stormwater maintenance personnel as well as internal and external engineers and external planners, developers, and citizens. This program maintains all of the street centerlines within the City of Durham and Durham County. This data provides information to departments throughout the city and county as well as the general public with street names, street maintenance responsibilities and addressing information. This information helps support the E911 dispatch system for emergency response. In addition this program is responsible for all aspects of billing for the stormwater utility: customer service inquiries, bill verification and adjustment, new fee implementation, mapping of stormwater impervious areas within the City limits (which is used to calculate the stormwater bill) and acquisition of satellite imagery and impervious area extraction (which is used for quality control purposes). The program also maintains the City of Durham city limits GIS layer and supporting documents. The program supports and maintains the Azteca Cityworks software which is the City of Durham’s GIS-enabled service request and work order management software. This software is utilized city-wide to track incoming service requests and labor, equipment, and material associated with work done by various city departments and the Durham One Call center.

**Development Review Customer Service**

Development Review Customer Service provides a customer service contact and problem solving area designed as a centralized location for the most common public works customer needs as well as in depth engineering review of development plans. This program provides a customer service location for research, acquisition of existing condition documents, and questions, and provides a location for the receipt, logging, tracking, distribution, and pickup of submittals for Public Works permits and inspections, as well as providing a customer service location to pay all Public Works fees and construction securities. Provide a location to submit a request for installation and inspection of all driveway, storm drainage, dumpster, sidewalk, and irrigation projects. Provides for review and assessment of development plans (extension agreement, annexation mapping, zoning, site plans, board of adjustment, construction plans, building permits, construction field changes, BMP permitting, BMP.
maintenance agreements, BMP field assessments, construction securities, temporary certificate of compliance, certificate of compliance, bonding variance requests) for compliance with sound engineering principles and regulations. Conduct engineer, developer and owner education through seminars and workshops for all types of public works infrastructure (water, sewer, streets, stormwater conveyance systems, and stormwater facilities. The program tracks development statistics for internal and regulatory reporting. Also provides for the review of annual stormwater facility certifications. Provide guidance and direction to stormwater facility owners in how to bring sub standard facilities into compliance. Processes water service, sewer service, water meter applications and meter sets for all public and private projects. Provide information and counseling for water and sewer service to customers. This program provides for water petitions, sewer petitions and street petitions, ordering of improvements as well as assessments and time payments for approved petitions. Provide information for pending assessments for customers. Provide customer information and presentations on ordered improvements. Provides for water, sewer, storm and street authorizations to construct and permits for public and private projects. Resolutions to council to accept all public infrastructure improvements for development projects are processed. Maintains the Powell Bill records that help determine all federal and state road funds returned to the City of Durham.

Office of the Director

The Office of the Director provides administrative, financial and technical planning as well as leadership support for all programs in the department. This office maintains, analyzes and reports on the Annual Work Plan for the department. This office also provides safety and training programs through operations management at the Public Works Operation Center.

<table>
<thead>
<tr>
<th>RESOURCE ALLOCATION</th>
<th>Actual FY 2009-10</th>
<th>Adopted FY 2010-11</th>
<th>Estimated FY 2010-11</th>
<th>Adopted FY 2011-12</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Services</td>
<td>$12,601,495</td>
<td>$13,213,657</td>
<td>$13,029,809</td>
<td>$13,733,656</td>
<td>3.9%</td>
</tr>
<tr>
<td>Operating</td>
<td>2,637,626</td>
<td>3,431,456</td>
<td>3,923,423</td>
<td>3,175,694</td>
<td>-7.5%</td>
</tr>
<tr>
<td>Capital</td>
<td>62,488</td>
<td>74,019</td>
<td>50,458</td>
<td>164,131</td>
<td>121.7%</td>
</tr>
<tr>
<td>Total Appropriations</td>
<td>$15,301,609</td>
<td>$16,719,132</td>
<td>$17,003,690</td>
<td>$17,073,481</td>
<td>2.1%</td>
</tr>
<tr>
<td>Full Time Equivalents</td>
<td>226</td>
<td>226</td>
<td>225</td>
<td>222</td>
<td>-4</td>
</tr>
<tr>
<td>Part Time</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discretionary</td>
<td>$5,882,394</td>
<td>$5,887,230</td>
<td>$5,884,643</td>
<td>$5,630,885</td>
<td>-4.4%</td>
</tr>
<tr>
<td>Program</td>
<td>1,117,677</td>
<td>1,099,433</td>
<td>1,212,676</td>
<td>1,262,000</td>
<td>19.1%</td>
</tr>
<tr>
<td>General Fund Subtotal</td>
<td>$7,000,071</td>
<td>$6,946,663</td>
<td>$7,097,319</td>
<td>$6,892,885</td>
<td>-0.8%</td>
</tr>
<tr>
<td>Water &amp; Sewer Fund</td>
<td>2,148,855</td>
<td>2,501,191</td>
<td>2,439,990</td>
<td>2,658,752</td>
<td>6.3%</td>
</tr>
<tr>
<td>Storm Water Fund</td>
<td>6,152,833</td>
<td>7,271,278</td>
<td>7,466,381</td>
<td>7,521,844</td>
<td>3.4%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$15,301,609</td>
<td>$16,719,132</td>
<td>$17,003,690</td>
<td>$17,073,481</td>
<td>2.1%</td>
</tr>
<tr>
<td>Capital Improvement Program</td>
<td>$391,692</td>
<td>$519,527</td>
<td>$468,412</td>
<td>$211,128</td>
<td>-59.4%</td>
</tr>
<tr>
<td>Total Appropriations</td>
<td>$391,692</td>
<td>$519,527</td>
<td>$468,412</td>
<td>$211,128</td>
<td>-59.4%</td>
</tr>
<tr>
<td>Full Time Equivalents</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>4</td>
<td>-3</td>
</tr>
<tr>
<td>Capital Improvement Revenues</td>
<td>$391,692</td>
<td>$519,527</td>
<td>$468,412</td>
<td>$211,128</td>
<td>-59.4%</td>
</tr>
</tbody>
</table>
DEPARTMENT PROGRAMS & PERFORMANCE MEASURES

Engineering Survey, Design and Contracting

$1,329,472
19 FTEs

GOAL: Stewardship of the City's Physical Assets and Safe and Secure Community

1. OBJECTIVE: To ensure that streets are repaved efficiently and effectively and other data is collected in support of a safe and secure community.

STRATEGY: To track repaving miles and costs, provide fire flow safety tests and collect level points in support of capital projects.

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<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Lane miles of contracted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>street repaving</td>
<td>38</td>
<td>90</td>
<td>85</td>
<td>150</td>
</tr>
<tr>
<td>Street repaving lane mile</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>contracted cost</td>
<td>$60,201</td>
<td>$71,000</td>
<td>$54,000</td>
<td>$55,000</td>
</tr>
<tr>
<td># Fire Flow Tests</td>
<td>86</td>
<td>70</td>
<td>52</td>
<td>70</td>
</tr>
<tr>
<td># Level Points Collected</td>
<td>254</td>
<td>200</td>
<td>256</td>
<td>200</td>
</tr>
</tbody>
</table>

Paved, Dirt Street and Sidewalk Maintenance

$5,123,032
71 FTEs

GOAL: Stewardship of the City's Physical Assets

1. OBJECTIVE: To ensure streets are safe for travel and well maintained.

STRATEGY: Provide timely repair of potholes.

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<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td># of Potholes Repaired</td>
<td>3,870</td>
<td>1,600</td>
<td>1,678</td>
<td>1,600</td>
</tr>
<tr>
<td>Average Days to Repair Pothole</td>
<td>3</td>
<td>5</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>Average Cost per Pothole Repair</td>
<td>$80</td>
<td>$85</td>
<td>$85</td>
<td>$85</td>
</tr>
</tbody>
</table>

Stormwater Quality

$1,594,568
16 FTEs

GOAL: Safe and Secure Community and Thriving Livable Neighborhoods

1. OBJECTIVE: To ensure the surface water quality in compliance with the NPDES permit

STRATEGY: To provide timely water quality investigations, control pollution sources and follow up on violations discovered

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Rolling Water Quality Index</td>
<td>79</td>
<td>79</td>
<td>79</td>
<td>77</td>
</tr>
<tr>
<td># Sites with required monitoring for the Water Quality Index</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>22</td>
</tr>
<tr>
<td># Water quality investigations &amp; follow-ups</td>
<td>300</td>
<td>200</td>
<td>228</td>
<td>200</td>
</tr>
<tr>
<td># Pollution Sources Controlled</td>
<td>148</td>
<td>130</td>
<td>130</td>
<td>115</td>
</tr>
<tr>
<td>% Water quality violation letters issued within 5 days</td>
<td>90%</td>
<td>97%</td>
<td>90%</td>
<td>90%</td>
</tr>
</tbody>
</table>
Stormwater Infrastructure Maintenance, Street and Bus Stop Cleaning $3,324,240 53 FTEs

GOAL: Stewardship of the City’s Physical Assets

1. OBJECTIVE: To ensure the storm drainage system is inspected and maintained per NPDES requirements

   STRATEGY: To provide storm drain video inspection of 10% annually as required by the NPDES permit

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<tr>
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</thead>
<tbody>
<tr>
<td>Storm drain linear feet videoed</td>
<td>104,386</td>
<td>57,150</td>
<td>65,000</td>
<td>65,000</td>
</tr>
<tr>
<td>Expenditures on storm drain video</td>
<td>$80,979</td>
<td>$75,000</td>
<td>$57,028</td>
<td>$75,000</td>
</tr>
<tr>
<td>% Required video annually</td>
<td>18.3%</td>
<td>10%</td>
<td>11.4%</td>
<td>10%</td>
</tr>
</tbody>
</table>

Engineering Inspections $1,799,180 25.9 FTEs

GOAL: Well-Managed City

2. OBJECTIVE: To ensure that inspections are provided in an accurate and timely manner.

   STRATEGY: To complete, track and report financial and work plan indicators/initiatives in a timely manner.

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<tr>
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</thead>
<tbody>
<tr>
<td>% Inspection requests completed within 2 business days</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td># Utility calls located and paid</td>
<td>11,713</td>
<td>4,500</td>
<td>11,000</td>
<td>11,000</td>
</tr>
<tr>
<td># Private utility permits issued</td>
<td>603</td>
<td>456</td>
<td>750</td>
<td>650</td>
</tr>
<tr>
<td>% ROW Inspection requests complete within 2 business days</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Stormwater Infrastructure $735,117 7 FTEs

GOALS: Stewardship of the City’s Physical Assets and Thriving Livable Neighborhoods

1. OBJECTIVE: To provide technical reviews and assistance for, and construct stormwater drainage projects

   STRATEGY: To provide timely technical assistance to stormwater infrastructure customers and continue expansion of stormwater drainage system

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<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td># Drainage/flooding investigation/request hours</td>
<td>569</td>
<td>500</td>
<td>1,470</td>
<td>1,000</td>
</tr>
<tr>
<td># Drainage infrastructure technical request hours</td>
<td>N/A</td>
<td>500</td>
<td>1,450</td>
<td>1,000</td>
</tr>
<tr>
<td># NFIP technical assistance hours</td>
<td>N/A</td>
<td>500</td>
<td>1,270</td>
<td>1,000</td>
</tr>
<tr>
<td>% NFIP technical reviews completed within 15 business days</td>
<td>N/A</td>
<td>95%</td>
<td>98%</td>
<td>95%</td>
</tr>
<tr>
<td>% SSD Drainage service requests closed within quarter</td>
<td>96%</td>
<td>95%</td>
<td>98%</td>
<td>95%</td>
</tr>
<tr>
<td># Floodplain information/permit reviews completed within 2 business days</td>
<td>95%</td>
<td>95%</td>
<td>99%</td>
<td>95%</td>
</tr>
</tbody>
</table>

VIII - 56
GOALS: Stewardship of the City’s Physical Assets and a Well Managed City

1. OBJECTIVE: To provide GIS services accurately reflecting the current location of the City’s physical infrastructure.

STRATEGY: To digitize and incorporate plats and as-builts into the City’s GIS system.

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td># As-built designs digitized and attributed into Water GIS</td>
<td>317</td>
<td>183</td>
<td>225</td>
<td>200</td>
</tr>
<tr>
<td>% As-built designs incorporated into Water GIS in quarter received</td>
<td>74.5%</td>
<td>95%</td>
<td>97%</td>
<td>95%</td>
</tr>
<tr>
<td>% Plats digitized and address in month receive</td>
<td>100%</td>
<td>95%</td>
<td>100%</td>
<td>95%</td>
</tr>
<tr>
<td># Street Plats submitted for GIS update</td>
<td>39</td>
<td>48</td>
<td>30</td>
<td>40</td>
</tr>
</tbody>
</table>

Development Review Customer Service

GOAL: Well-Managed City

1. OBJECTIVE: To ensure development customers receive prompt and accurate information and attention

STRATEGY: To monitor and track customer service and routing accuracy and timeliness

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td># Development (DBR) plans submitted for review annually</td>
<td>462</td>
<td>550</td>
<td>445</td>
<td>550</td>
</tr>
<tr>
<td># Stormwater BMP annual maintenance certifications verified</td>
<td>126</td>
<td>112</td>
<td>122</td>
<td>232</td>
</tr>
<tr>
<td># Engineering front desk customers</td>
<td>N/A</td>
<td>10,000</td>
<td>12,600</td>
<td>12,000</td>
</tr>
<tr>
<td>% Customer routing accuracy</td>
<td>N/A</td>
<td>95%</td>
<td>98%</td>
<td>95%</td>
</tr>
<tr>
<td>% Routing timeliness within 24 hours</td>
<td>N/A</td>
<td>95%</td>
<td>98%</td>
<td>95%</td>
</tr>
<tr>
<td>LDO Tracking Accuracy</td>
<td>N/A</td>
<td>95%</td>
<td>99%</td>
<td>95%</td>
</tr>
<tr>
<td># Building permits issues</td>
<td>N/A</td>
<td>850</td>
<td>775</td>
<td>850</td>
</tr>
<tr>
<td>% Building permits processed within 5 business days</td>
<td>N/A</td>
<td>95%</td>
<td>95%</td>
<td>95%</td>
</tr>
<tr>
<td># Assessment requests submitted within 2 business days</td>
<td>4,099</td>
<td>2,804</td>
<td>4,000</td>
<td>4,000</td>
</tr>
</tbody>
</table>

Office of the Director

GOAL: Well Managed City

1. OBJECTIVE: To set and manage operational initiatives and indicators

STRATEGY: To monitor and report on budgets and the Annual Work Plan

<table>
<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>% Monthly budget reconciliation completed within 5 days</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>% Work plans substantially completed by end of following month</td>
<td>75%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td># Quarterly work plan analysis</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
</tbody>
</table>
BUDGET ISSUES FOR FY 2011-12

- Implement stormwater rate increase in support of water quality and CIP projects.

COMPLETED INITIATIVES FOR FY 2010-11

- Fully implemented software program to automatically convert digital As-built submittal data into GIS features.
- Organized and input pending As-built backlog into water and sewer GIS layer.
- Added all existing Public Works projects into GIS Project Polygon layer.
- Developed GIS layer of street cleaning routes and monthly report.
- Worked with Engineering Inspections to capture work plan data with new database application.
- Designed ~3,000 linear feet of sewer lines, ~6,000 linear feet of water lines, ~10,000 linear feet of streets, and ~2,000 linear feet of sidewalks.
- Prepared and repaved 45 centerline miles of city streets by contract in ST-233 and ST-234.
- Began the reconstruction of Revere Road; approximately $500,000 completed in FY11 and $900,000 completed in FY12 as part ST-233 using 2005/2007 Bonds.
- Began construction on WS-81 water and sewer construction petition projects ~$1 million completed in FY11 and $1.5 million scheduled for completion in FY12.
- Completed ARRA Stimulus funded trail repaving ST-246 projects, ST-247 street improvement project at Miami/Geer, and sidewalk construction SW-25 projects (scheduled for completion prior to June, 2011).
- Construction of SW-26 New Sidewalk construction projects to begin by spring 2011, ~ $100,000 completed in FY11 and $400,000 scheduled for completion in FY12.
- Provided maintenance on 21.4 miles of dirt streets and 4.1 miles of alleys once per year.
- Provided 16,000+ bus stop cleanings.
- Swept 12,000 miles of streets.
- Cleaned downtown sidewalks 4 times per week – transitioned from 3.3 to 4 times per week.
- Repaired or replaced 3,000 linear feet of concrete sidewalk.
- Updated Annual Work Plan quarterly.
- Provided monthly budget reconciliations and quarterly revenue projections.
- Completed stormwater financial rate model.
- Created Access database Annual Work Plan.
- Completed Emergency Action Plan.
- Designed 9,900 linear feet of sewer lines.
- Contracted for installation of Atmospheric Nitrogen monitoring equipment.
- Completed North East Creek water quality study.
- Discovered and controlled over 100 pollution sources.

DEPARTMENT INITIATIVES FOR FY 2011-12

- Develop online tool for requesting fire flow analysis with associated mapping.
- Transition fire hydrant tagging from the Fire Department to PW GIS with new and improved tagging system.
- Prepare and repave approximately 75 centerline miles of city streets by contract. Approximately 15 miles is funded by 2007 Bonds from contracts in place during FY11, and 60 miles are new contracts funded by 2010 Bonds.
- Begin construction of the $4.5 million ATT trail extension from NC 54 to the Chatham County line, which includes the pedestrian bridge across I-40.
- Complete design and begin construction of WS-83 water and sewer contract, estimated cost $2 million.
- Complete design and begin construction of ST-249, petitioned street improvements (Brenrose, Castell, Winburn) construction contract estimate $2 million.
- Coordinate design and construction of traffic calming devices and pedestrian improvements with the City Department of Transportation including bus stops, Markham Avenue improvements between Mangum and Roxboro, and neckdowns on Gregson and Duke Streets.
- Monitor and track progress of NCDOT construction projects, such as the Main Street Bridge replacement and various widening projects.
- Complete design and begin construction of SW-27, a safe routes to school sidewalk construction contract estimated cost $2 million.
- Provide maintenance on 21.4 miles of dirt streets and 4.1 miles of alleys once per year.
• Provide 16,000+ bus stop cleanings.
• Clean 12,000 miles of streets.
• Clean downtown sidewalks 4 times per week.
• Update Annual Work Plan quarterly.
• Provide monthly budget reconciliations and quarterly revenue projections.
• Complete 180,000 linear feet of street ditching.
• Complete flushing or vactoring of 440 storm drains or 19,521 linear feet.
• Administer the 2010 Street Repaving Bond.
• Continue Stream Monitoring and Assessment Program for current stormwater NPDES permit.
• Continue implementation of Water Quality Recovery Programs for current stormwater NPDES permit.
• Complete 20 drainage repair projects on private property or in city rights-of-way.
• Prepare & submit application for new NPDES permit.
• Coordinate City participation with the National Flood Insurance Program’s (NFIP) Community Rating System (CRS).