



## From the desk of:

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## Memorandum

To: Manitou Springs City Council  
From: Shelley Cobau, CFM, Interim Public Services Director  
Cc: Jason Wells, City Administrator  
Date: May 11, 2016  
Re: Public Services Division, Monthly Report

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### 1. RUXTON SHUTTLE STOP

- a. Staff from Parks and Stormwater worked together to place extruded curb, millings, relocate signage, and stripe, in order to create an improved shuttle stop at the top of Ruxton. Benches from Mansions Park were relocated to this stop and the concrete benches from Cheyenne Spring will replace them. This was Mayor Nicoletta's idea, and as seen in the photo below, it turned out great and is already heavily used!

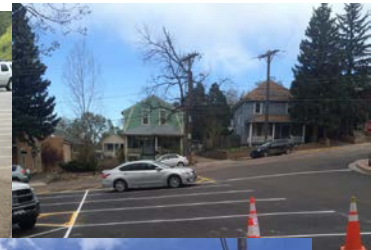
### 2. LIBRARY PARKING

- a. Staff restriped the library parking lot following completion of the mill/overlay on Osage. The restriping resulted in gaining an additional four parking places.

### 3. PROPOSALS

- a. Staff is developing contracts, gathering bids and/or developing RFP's for twelve projects:

- i. Recreation Center Pedestrian Bridge
- ii. Stormwater Master Plan (under review by DOLA)
- iii. Hiawatha Gardens Parking Lot and Shuttle Stop (estimate for parking lot received, in the amount of \$204,460.00--RFP will be required)
- iv. Single Hauler Trash (will be issued 5/13/16)
- v. Bridge Maintenance (mortar repairs)
- vi. Memorial Hall Helical Piers
- vii. Cemetery Roof
- viii. Cemetery Trees
- ix. Schryver Parking Lot Lighting



- x. Park Turf Maintenance (issued, closes 5/13/16)
- xi. Water Distribution System Master Plan
- xii. Re-Issue Garden Services (closes 5/30/16)
- xiii. New doors for City Hall

#### 4. TRAINING

- a. Four staff passed and now hold Class B CDL's.
- b. Staff is being trained in surveying basics by our on-call surveyor. They will learn the basics of platting, how to trace a legal description, and survey law. This will assist us in improving how we deal with encroachments and other ownership issues.
- c. Training for Class A CDL's will begin next month. (Several employees have expressed interest in getting a Class A license)
- d. Three staff members will be training for their Traffic Flagger certification in May and June.

#### 5. DEPARTMENTAL UPDATE:

##### a. STREETS

- i. Crews worked long hours during two snow events. No complaints were received on snow removal from citizens.
- ii. Pavement Overlays: The street overlays of Bevers, Duclo, Sutherland, Osage, El Monte are complete.
- iii. Staff is filling large potholes Crystal Hills Road and Manitou Avenue.
- iv. The library lot was striped.
- v. All of downtown on Manitou Avenue has been restriped. Staff will now begin on Ruxton and will be striping the Wichita Lot.
- vi. This was done in addition to their regular work order requests (61 total)
- vii. Staff will be meeting with CDOT on 5/11/16 to discuss the needed IGA for the Manitou Avenue Revitalization Phase Vc.

##### b. FACILITIES

- i. City Hall door mechanisms and doors need to be replaced. Staff is gathering estimates.
- ii. A total of 133 Work Order Requests were input to the system for general building maintenance issues.

##### c. PARKS

- i. Parks has 148 Work Order Requests, primarily for daily and weekly park inspections.
- ii. Parks staff has been busy repairing irrigation lines. The most substantial cost of repair was for the pump at Schryver Park. This ten year old pump must be replaced at a cost of approximately \$1200. Staff has asked Barnhart to come look at this pump, and further diagnose to verify that replacement is required, and if required, Barnhardt will order and install.
- iii. Staff will begin thinning operations of brush and other undergrowth at Fields Park along the creek walk. Staff met two members of PARAB at Fields Park on 5/10/16 and discussed how this will be accomplished. These PARAB members (all were invited) agreed and staff intends to commence this project at the earliest opportunity.
- iv. Staff is maintaining garden beds. All beds from Ruxton roundabout to City Hall are cleaned, and ready for mulch and plantings.
- v. Staff will be conducting a deep string cleaning of all major parks and the cemetery. Estimates are being gathered for stone work and tree removal at the cemetery.

##### d. MINERAL SPRINGS

- i. Barnhart replaced and repaired the plumbing components at Cheyenne Spring, conducted mineral water bacteriological testing and unplugged lines at both Seven Minute and Shoshone Springs.
  - ii. Barnhart staff inspected the basement of Hiawatha Gardens for a spring, and determined that the water was groundwater infiltrating.. MSF staff has asked that the surveyor locate the historic spring when the site is surveyed, their records indicate it was somewhere in the current parking lot.
  - iii. Estimates will be gathered for the roof on Cheyenne Spring, staff has observed that tiles are missing.
  - iv. The Ute Chief Gusher site will be added to routine and regular park maintenance.
  - v. Staff has given the on-call surveyor the Notice to Proceed on development of easement(s) as needed for the selected monitoring well site. Once easement documentation is developed, owners of affected will be approached and easements secured. Well drilling should be able to begin as soon as these documents are formalized.
- e. WATER AND SEWER
  - i. Routine maintenance at the reservoir has started, with staff identifying 38 tasks that must be completed in summer months.
  - ii. Turbidity caused two shut downs of the treatment plant. Staff had the plant up and running within hours of receiving the alarm. This turbidity is caused by snow melt and rain events.
  - iii. Sewer mains are being inspected and videotaped, with routine maintenance being conducted on these lines.
  - iv. 40 UNCC locates were completed by water department staff.
  - v. The Hawksley's Water Rate Study is ongoing, with staff meeting with Clay Brown from DOLA to identify system/approach deficiencies and to identify next steps for securing funding for the water distribution system. Mr. Brown will take models and information on the distribution system and share with a consultant who will identify deficiencies pro-bono. Staff will also reach out to the Arkansas River Roundtable, to identify potential funding sources for the auxiliary tank and system upgrades. Mr. Brown reviewed the current capital plan and suggested that it should be much more aggressive. Staff will continue to work with DOLA on this issue. Clay Brown will also be looking at the WISRD program developed by Dr. Reiner, and seeing how we can integrate this program and the derived information into this process.
  - vi. Staff attended WAAP meeting to discuss utility line conflicts near the devolution line.
- f. STORM DRAINAGE
  - i. Stormwater maintenance staff will be conducting weekly field inspections of Fountain Creek to remove collected debris on City owned properties.
  - ii. The two outreach events Great American Cleanup and Hazardous Waste Clean Sweep were a success...32 volunteers assisted in cleaning the creek and 18 large bags, which were nearly a ton of trash was removed from Fountain Creek. Despite the snowy weather, 100 gallons of paint were dropped off, along with a pallet of discarded electronics.
  - iii. Stormwater staff continues to work on FEMA projects, and will be completing the bank protection on Oak, subsequent to our on-call surveyor staking the easement in that area.
  - iv. Stormwater staff assisted with snow removal during two snow events.
- g. FLOOD RECOVERY (reported by-weekly in separate report)

	<b>Work Type</b>	<b>Status Name</b>	<b>Modified Date</b>	<b>Collected By</b>
1	Facilities - AC/Heating	New Request	2016-4-6 07:50	Alicia S
2	Facilities - AC/Heating	New Request	2016-4-14 13:21	Isaac B
3	Facilities - Electrical	New Request	2016-4-6 07:50	Jason M
4	Facilities - Electrical	New Request	2016-4-13 07:20	Jason M
5	Facilities - Furniture Repairs	Complete	2016-4-21 09:04	Alicia S
6	Facilities - Janitorial	Complete	2016-4-7 10:32	Alicia S
7	Facilities - Janitorial	Complete	2016-4-7 10:51	Alicia S
8	Facilities - Janitorial	Complete	2016-4-7 10:46	Alicia S
9	Facilities - Janitorial	Complete	2016-4-5 11:19	Alicia S
10	Facilities - Janitorial	Complete	2016-4-6 04:52	Alicia S
11	Facilities - Janitorial	Complete	2016-4-7 10:48	Alicia S
12	Facilities - Janitorial	Complete	2016-4-7 10:53	Alicia S
13	Facilities - Janitorial	Complete	2016-4-7 10:45	Alicia S
14	Facilities - Janitorial	Complete	2016-4-6 06:57	Alicia S
15	Facilities - Janitorial	Complete	2016-4-6 06:54	Alicia S
16	Facilities - Janitorial	Complete	2016-4-6 06:55	Alicia S
17	Facilities - Janitorial	Complete	2016-4-7 10:44	Alicia S
18	Facilities - Janitorial	Complete	2016-4-6 09:43	Alicia S
19	Facilities - Janitorial	Complete	2016-4-6 09:44	Alicia S
20	Facilities - Janitorial	Complete	2016-4-6 09:44	Alicia S
21	Facilities - Janitorial	Complete	2016-4-7 10:50	Alicia S
22	Facilities - Janitorial	Complete	2016-4-7 10:56	Alicia S
23	Facilities - Janitorial	Complete	2016-4-7 10:43	Alicia S
24	Facilities - Janitorial	Complete	2016-4-9 08:20	Alicia S
25	Facilities - Janitorial	Complete	2016-4-9 08:21	Alicia S
26	Facilities - Janitorial	Complete	2016-4-13 13:03	Alicia S
27	Facilities - Janitorial	Complete	2016-4-14 09:28	Alicia S
28	Facilities - Janitorial	Complete	2016-4-15 07:28	Alicia S
29	Facilities - Janitorial	Complete	2016-4-15 11:16	Alicia S
30	Facilities - Janitorial	Complete	2016-4-15 11:16	Alicia S
31	Facilities - Janitorial	Complete	2016-4-16 12:46	Alicia S
32	Facilities - Janitorial	Complete	2016-4-16 12:44	Alicia S
33	Facilities - Janitorial	Complete	2016-4-16 12:45	Alicia S
34	Facilities - Janitorial	Complete	2016-4-20 11:18	Alicia S
35	Facilities - Janitorial	Complete	2016-4-20 11:16	Alicia S

36	Facilities - Janitorial	Complete	2016-4-20 11:17	Alicia S
37	Facilities - Janitorial	Complete	2016-4-19 10:46	Alicia S
38	Facilities - Janitorial	Complete	2016-4-18 10:39	Alicia S
39	Facilities - Janitorial	Complete	2016-4-19 10:46	Alicia S
40	Facilities - Janitorial	Complete	2016-4-20 11:19	Alicia S
41	Facilities - Janitorial	Complete	2016-4-19 10:44	Alicia S
42	Facilities - Janitorial	Complete	2016-4-19 10:45	Alicia S
43	Facilities - Janitorial	Complete	2016-4-20 11:41	Lynn J
44	Facilities - Janitorial	Complete	2016-4-22 05:55	Alicia S
45	Facilities - Janitorial	Complete	2016-4-20 11:16	Alicia S
46	Facilities - Janitorial	Complete	2016-4-20 11:15	Alicia S
47	Facilities - Janitorial	Complete	2016-4-22 05:54	Alicia S
48	Facilities - Janitorial	Complete	2016-4-22 05:53	Alicia S
49	Facilities - Janitorial	Complete	2016-4-22 05:55	Alicia S
50	Facilities - Janitorial	Complete	2016-4-22 07:02	Alicia S
51	Facilities - Janitorial	Complete	2016-4-22 07:03	Alicia S
52	Facilities - Janitorial	Complete	2016-4-22 07:04	Alicia S
53	Facilities - Janitorial	Complete	2016-4-26 07:42	Alicia S
54	Facilities - Janitorial	Complete	2016-4-26 07:59	Alicia S
55	Facilities - Janitorial	Complete	2016-4-26 08:00	Alicia S
56	Facilities - Janitorial	Complete	2016-4-26 07:53	Alicia S
57	Facilities - Janitorial	Complete	2016-4-26 07:56	Alicia S
58	Facilities - Janitorial	Complete	2016-4-27 08:26	Alicia S
59	Facilities - Janitorial	Complete	2016-4-27 08:33	Alicia S
60	Facilities - Janitorial	Complete	2016-4-27 08:40	Alicia S
61	Facilities - Janitorial	Complete	2016-4-28 12:30	Alicia S
62	Facilities - Janitorial	Complete	2016-4-28 07:17	Alicia S
63	Facilities - Janitorial	Complete	2016-4-28 12:27	Alicia S
64	Facilities - Janitorial	Complete	2016-4-28 12:29	Alicia S
65	Facilities - Janitorial	Complete	2016-4-30 12:05	Alicia S
66	Facilities - Janitorial	Complete	2016-4-30 11:55	Alicia S
67	Facilities - Janitorial	Complete	2016-4-30 11:57	Alicia S
68	Facilities - Janitorial	Complete	2016-4-30 12:04	Alicia S
69	Facilities - Janitorial	Complete	2016-4-30 11:52	Alicia S
70	Facilities - Janitorial	Complete	2016-4-30 12:02	Alicia S
71	Facilities - Lighting	Complete	2016-4-18 13:41	Alicia S
72	Facilities - Lighting	New Request	2016-4-20 10:39	Jason M
73	Facilities - Maintenance	Complete	2016-4-1 12:03	Alicia S
74	Facilities - Maintenance	Complete	2016-4-4 12:44	Alicia S
75	Facilities - Maintenance	Complete	2016-4-5 09:24	Alicia S
76	Facilities - Maintenance	Complete	2016-4-6 14:10	Alicia S
77	Facilities - Maintenance	Complete	2016-4-13 13:16	Alicia S
78	Facilities - Maintenance	Complete	2016-4-19 07:06	Alicia S
79	Facilities - Maintenance	Complete	2016-4-19 07:06	Alicia S
80	Facilities - Maintenance	Complete	2016-4-19 07:05	Alicia S
81	Facilities - Maintenance	Complete	2016-4-20 12:30	Alicia S
82	Facilities - Maintenance	Complete	2016-4-20 12:29	Alicia S
83	Facilities - Maintenance	Complete	2016-4-21 09:08	Alicia S
84	Facilities - Maintenance	Complete	2016-4-22 09:22	Alicia S
85	Facilities - Maintenance	Complete	2016-4-25 15:43	Alicia S
86	Facilities - Maintenance	Complete	2016-4-25 15:43	Alicia S
87	Facilities - Maintenance	Complete	2016-4-25 15:42	Alicia S

88	Facilities - Maintenance	Complete	2016-4-26 09:33	Alicia S
89	Facilities - Maintenance	New Request	2016-4-27 07:00	Alicia S
90	Facilities - Maintenance	New Request	2016-4-28 07:00	Alicia S
91	Facilities - Maintenance	New Request	2016-5-3 07:25	Alicia S
92	Facilities - Maintenance	New Request	2016-4-30 07:00	Alicia S
93	Facilities - Maintenance	Work In Progress	2016-4-22 09:23	Kevin F
94	Facilities - Maintenance	Work In Progress	2016-4-26 09:32	Kevin F
95	Facilities - Mineral Springs/Fonts	Complete	2016-4-8 14:41	Alicia S
96	Facilities - Mineral Springs/Fonts	Complete	2016-4-13 07:10	Alicia S
97	Facilities - Mineral Springs/Fonts	Complete	2016-4-26 09:30	Kevin F
98	Facilities - Mineral Springs/Fonts	New Request	2016-4-7 11:31	James D
99	Facilities - Mounting/Hanging/Install	Complete	2016-4-8 14:40	Alicia S
100	Facilities - Mounting/Hanging/Install	Complete	2016-4-4 15:56	Kevin F
101	Facilities - Mounting/Hanging/Install	Complete	2016-4-18 14:48	James C

102	Facilities - Mounting/Hanging/Install	Complete	2016-4-27 14:23	Kevin F
103	Facilities - Mounting/Hanging/Install	Complete	2016-4-20 15:38	Kevin F
104	Facilities - Mounting/Hanging/Install	New Request	2016-4-22 07:28	Kevin F
105	Facilities - Other	Complete	2016-4-1 13:25	Kevin F
106	Facilities - Other	Complete	2016-4-6 14:09	Alicia S
107	Facilities - Other	Complete	2016-4-4 15:58	Kevin F
108	Facilities - Other	Complete	2016-4-6 07:11	Alicia S
109	Facilities - Other	Complete	2016-4-8 14:40	James C
110	Facilities - Other	Complete	2016-4-11 07:08	Kevin F
111	Facilities - Other	Complete	2016-4-14 14:24	Alicia S
112	Facilities - Other	Complete	2016-4-18 13:40	Alicia S
113	Facilities - Other	Complete	2016-4-14 14:30	Kevin F

114	Facilities - Other	Complete	2016-4-21 09:06	Alicia S
115	Facilities - Other	Complete	2016-4-19 07:07	Kevin F
116	Facilities - Other	Complete	2016-4-19 15:48	Kevin F
117	Facilities - Other	Complete	2016-5-2 09:37	Sherri J
118	Facilities - Other	Complete	2016-4-20 07:07	Kevin F
119	Facilities - Other	New Request	2016-4-14 15:07	Alicia S
120	Facilities - Painting	New Request	2016-4-18 13:41	Jason M
121	Facilities - Painting	New Request	2016-4-6 08:32	Jason M
122	Facilities - Plumbing	Complete	2016-4-1 12:12	Kevin F
123	Facilities - Set-up/Tear Down	Complete	2016-4-12 06:58	Alicia S
124	Facilities - Set-up/Tear Down	Complete	2016-4-21 09:03	Alicia S



125	Facilities - Set-up/Tear Down	Complete	2016-4-18 10:38	Alicia S
126	Facilities - Set-up/Tear Down	Complete	2016-4-21 09:03	Alicia S

127	Facilities - Set-up/Tear Down	Complete	2016-4-27 14:22	Alicia S
128	Facilities - Set-up/Tear Down	Complete	2016-4-26 09:31	Alicia S
129	Facilities - Set-up/Tear Down	New Request	2016-4-25 11:27	Alicia S
130	Facilities - Set-up/Tear Down	New Request	2016-4-25 11:25	Alicia S
131	Facilities - Set-up/Tear Down	New Request	2016-4-25 22:00	Alicia S
132	Facilities - Set-up/Tear Down	New Request	2016-4-28 12:29	Alicia S
133	Facilities - Set-up/Tear Down	New Request	2016-4-29 14:15	Alicia S

1	Parks - Cemetery	Complete	2016-4-22 07:02	Alicia S
2	Parks - Cemetery	Complete	2016-4-26 07:01	Alicia S
3	Parks - Cemetery	New Request	2016-4-25 11:45	Alicia S
4	Parks - Cemetery	New Request	2016-4-25 11:44	Alicia S
5	Parks - Debris/Trash	Complete	2016-4-5 13:40	Ashley M
6	Parks - Debris/Trash	Complete	2016-4-6 10:48	Jason M
7	Parks - Debris/Trash	New Request	2016-4-6 08:23	Jason M
8	Parks - Debris/Trash	New Request	2016-4-6 08:30	Jason M
9	Parks - Graffiti	Complete	2016-4-19 12:10	Jason M
10	Parks - Other	Complete	2016-4-1 14:50	Ashley M
11	Parks - Other	Complete	2016-4-1 15:16	Jason M
12	Parks - Other	Complete	2016-4-5 10:18	Jason M

13	Parks - Other	Complete	2016-4-14 14:31	Jason M
14	Parks - Other	Complete	2016-4-7 15:24	Ashley M
15	Parks - Other	Complete	2016-4-28 13:05	Ashley M
16	Parks - Other	Complete	2016-4-13 07:26	Ashley M
17	Parks - Other	Complete	2016-4-15 09:00	Ashley M
18	Parks - Other	Complete	2016-4-18 09:28	Ashley M
19	Parks - Other	Complete	2016-4-18 09:28	Ashley M
20	Parks - Other	Complete	2016-4-19 07:12	Ashley M
21	Parks - Painting	New Request	2016-4-6 07:45	Jason M
22	Parks - Painting	New Request	2016-4-6 08:02	Jason M
23	Parks - Painting	New Request	2016-4-6 08:22	Jason M
24	Parks - Park Maintenance/Repair	Complete	2016-4-1 14:23	Alicia S
25	Parks - Park Maintenance/Repair	Complete	2016-4-1 12:33	Alicia S
26	Parks - Park Maintenance/Repair	Complete	2016-4-1 14:47	Alicia S
27	Parks - Park Maintenance/Repair	Complete	2016-4-1 14:29	Steve S
28	Parks - Park Maintenance/Repair	Complete	2016-4-4 08:56	Alicia S
29	Parks - Park Maintenance/Repair	Complete	2016-4-4 08:56	Alicia S
30	Parks - Park Maintenance/Repair	Complete	2016-4-4 08:55	Alicia S
31	Parks - Park Maintenance/Repair	Complete	2016-4-4 08:39	Alicia S
32	Parks - Park Maintenance/Repair	Complete	2016-4-4 08:50	Alicia S
33	Parks - Park Maintenance/Repair	Complete	2016-4-6 06:59	Jason M
34	Parks - Park Maintenance/Repair	Complete	2016-4-5 08:57	Alicia S
35	Parks - Park Maintenance/Repair	Complete	2016-4-5 08:48	Alicia S
36	Parks - Park Maintenance/Repair	Complete	2016-4-5 09:01	Alicia S
37	Parks - Park Maintenance/Repair	Complete	2016-4-6 09:15	Alicia S
38	Parks - Park Maintenance/Repair	Complete	2016-4-6 15:47	Alicia S
39	Parks - Park Maintenance/Repair	Complete	2016-4-15 09:02	Alicia S
40	Parks - Park Maintenance/Repair	Complete	2016-4-15 15:27	Jason M
41	Parks - Park Maintenance/Repair	Complete	2016-4-6 14:47	Jason M
42	Parks - Park Maintenance/Repair	Complete	2016-4-26 07:03	Jason M
43	Parks - Park Maintenance/Repair	Complete	2016-4-6 14:00	Jason M
44	Parks - Park Maintenance/Repair	Complete	2016-4-6 14:25	Steve S
45	Parks - Park Maintenance/Repair	Complete	2016-4-6 15:07	Jason M
46	Parks - Park Maintenance/Repair	Complete	2016-4-7 08:57	Alicia S
47	Parks - Park Maintenance/Repair	Complete	2016-4-7 08:36	Alicia S
48	Parks - Park Maintenance/Repair	Complete	2016-4-15 09:02	Alicia S

49	Parks - Park Maintenance/Repair	Complete	2016-4-7 14:19	Jason M
50	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:54	Alicia S
51	Parks - Park Maintenance/Repair	Complete	2016-4-8 16:00	Jason M
52	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:53	Alicia S
53	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:53	Alicia S
54	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:52	Alicia S
55	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:13	Alicia S
56	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:14	Alicia S
57	Parks - Park Maintenance/Repair	Complete	2016-4-13 15:36	Jason M
58	Parks - Park Maintenance/Repair	Complete	2016-4-13 15:55	Jason M
59	Parks - Park Maintenance/Repair	Complete	2016-4-13 15:57	Jason M
60	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:52	Alicia S
61	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:13	Alicia S
62	Parks - Park Maintenance/Repair	Complete	2016-4-14 08:15	Alicia S
63	Parks - Park Maintenance/Repair	Complete	2016-4-15 15:12	Alicia S
64	Parks - Park Maintenance/Repair	Complete	2016-4-15 09:08	Alicia S
65	Parks - Park Maintenance/Repair	Complete	2016-4-18 09:08	Alicia S
66	Parks - Park Maintenance/Repair	Complete	2016-4-19 12:12	Alicia S
67	Parks - Park Maintenance/Repair	Complete	2016-4-18 09:29	Alicia S
68	Parks - Park Maintenance/Repair	Complete	2016-4-19 12:09	Alicia S
69	Parks - Park Maintenance/Repair	Complete	2016-4-19 12:11	Alicia S
70	Parks - Park Maintenance/Repair	Complete	2016-4-25 07:02	Alicia S
71	Parks - Park Maintenance/Repair	Complete	2016-4-19 09:33	Jason M
72	Parks - Park Maintenance/Repair	Complete	2016-4-22 09:04	Alicia S
73	Parks - Park Maintenance/Repair	Complete	2016-4-21 07:13	Alicia S
74	Parks - Park Maintenance/Repair	Complete	2016-4-25 07:02	Alicia S
75	Parks - Park Maintenance/Repair	Complete	2016-4-22 09:04	Alicia S
76	Parks - Park Maintenance/Repair	Complete	2016-4-21 07:13	Alicia S
77	Parks - Park Maintenance/Repair	Complete	2016-4-21 07:16	Jason M
78	Parks - Park Maintenance/Repair	Complete	2016-4-22 09:04	Alicia S
79	Parks - Park Maintenance/Repair	Complete	2016-4-22 07:04	Alicia S
80	Parks - Park Maintenance/Repair	Complete	2016-4-25 07:01	Alicia S
81	Parks - Park Maintenance/Repair	Complete	2016-4-25 15:53	Alicia S
82	Parks - Park Maintenance/Repair	Complete	2016-4-25 08:27	Alicia S
83	Parks - Park Maintenance/Repair	Complete	2016-4-26 08:37	Alicia S
84	Parks - Park Maintenance/Repair	Complete	2016-4-25 08:31	Jason M
85	Parks - Park Maintenance/Repair	Complete	2016-4-25 08:37	Jason M
86	Parks - Park Maintenance/Repair	Complete	2016-4-26 14:13	Jason M
87	Parks - Park Maintenance/Repair	Complete	2016-4-26 08:47	Alicia S

88	Parks - Park Maintenance/Repair	Complete	2016-4-26 08:50	Alicia S
89	Parks - Park Maintenance/Repair	Complete	2016-4-26 08:36	Alicia S
90	Parks - Park Maintenance/Repair	Complete	2016-4-27 14:27	Alicia S
91	Parks - Park Maintenance/Repair	Complete	2016-4-27 14:33	Alicia S
92	Parks - Park Maintenance/Repair	Complete	2016-4-28 13:07	Alicia S
93	Parks - Park Maintenance/Repair	Complete	2016-4-28 09:29	Alicia S
94	Parks - Park Maintenance/Repair	Complete	2016-5-2 08:31	Alicia S
95	Parks - Park Maintenance/Repair	Complete	2016-4-28 13:06	Alicia S
96	Parks - Park Maintenance/Repair	Complete	2016-4-29 10:40	Alicia S
97	Parks - Park Maintenance/Repair	Complete	2016-5-2 08:31	Alicia S
98	Parks - Park Maintenance/Repair	Complete	2016-5-2 08:56	Alicia S
99	Parks - Park Maintenance/Repair	New Request	2016-3-31 22:00	Alicia S
100	Parks - Park Maintenance/Repair	New Request	2016-4-4 06:40	Jason M
101	Parks - Park Maintenance/Repair	New Request	2016-4-4 06:41	Jason M
102	Parks - Park Maintenance/Repair	New Request	2016-4-4 06:42	Jason M
103	Parks - Park Maintenance/Repair	New Request	2016-4-4 06:48	Jason M
104	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:42	Jason M
105	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:44	Jason M
106	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:47	Jason M
107	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:48	Jason M
108	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:54	Jason M
109	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:58	Jason M
110	Parks - Park Maintenance/Repair	New Request	2016-4-6 07:59	Jason M
111	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:01	Jason M
112	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:03	Jason M
113	Parks - Park Maintenance/Repair	New Request	2016-4-6 10:07	Jason M
114	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:11	Jason M
115	Parks - Park Maintenance/Repair	New Request	2016-4-18 08:35	Jason M
116	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:15	Jason M
117	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:15	Jason M
118	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:24	Jason M
119	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:25	Jason M
120	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:26	Jason M
121	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:28	Jason M
122	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:33	Jason M
123	Parks - Park Maintenance/Repair	New Request	2016-4-6 08:34	Jason M
124	Parks - Park Maintenance/Repair	New Request	2016-4-18 08:35	Jason M
125	Parks - Park Maintenance/Repair	New Request	2016-4-23 08:27	Ken S
126	Parks - Park Maintenance/Repair	New Request	2016-4-28 11:08	Ashley M

127	Parks - Park Maintenance/Repair	Work In Progress	2016-4-19 14:12	Jason M
128	Parks - Sidewalk	Complete	2016-4-5 13:26	Jason M
129	Parks - Sidewalk	Complete	2016-4-27 14:31	Jason M
130	Parks - Sidewalk	New Request	2016-4-4 06:46	Jason M
131	Parks - Sidewalk	New Request	2016-4-6 08:00	Jason M
132	Parks - Sidewalk	New Request	2016-4-6 08:12	Jason M
133	Parks - Sidewalk	New Request	2016-4-6 08:21	Jason M
134	Parks - Sidewalk	New Request	2016-4-6 08:43	Jason M
135	Parks - Signs	New Request	2016-4-4 06:45	Jason M
136	Parks - Signs	New Request	2016-4-6 08:05	Jason M
137	Parks - Snow & Ice	Complete	2016-4-18 09:24	Ashley M
138	Parks - Trees/Vegetation	Complete	2016-4-26 07:04	Jason M
139	Parks - Trees/Vegetation	New Request	2016-4-5 08:56	Jason M
140	Parks - Trees/Vegetation	New Request	2016-4-6 08:02	Jason M
141	Parks - Trees/Vegetation	New Request	2016-4-6 08:06	Jason M
142	Parks - Trees/Vegetation	New Request	2016-4-6 08:34	Jason M
143	Parks - Trees/Vegetation	New Request	2016-4-6 08:51	Jason M
1	Streets - Animal - Deceased	Complete	2016-4-12 07:22	Lynn J
2	Streets - Animal - Deceased	Complete	2016-5-4 09:42	Lynn J
3	Streets - Animal - Deceased	Complete	2016-5-4 09:46	Lynn J

4	Streets - Inspections	New Request	2016-4-25 08:15	Lynn J
5	Streets - Other	Complete	2016-4-7 10:07	Lynn J
6	Streets - Other	Complete	2016-4-19 09:41	Lynn J
7	Streets - Other	Complete	2016-5-4 10:03	Lynn J
8	Streets - Other	New Request	2016-4-13 11:48	Lynn J
9	Streets - Other	Work In Progress	2016-4-20 13:43	Lynn J
10	Streets - Painting	New Request	2016-4-13 13:34	Lynn J
11	Streets - Painting	New Request	2016-4-25 14:37	Lynn J
12	Streets - Painting	Work In Progress	2016-4-14 15:56	Lynn J



13	Streets - Signs	New Request	2016-4-1 13:29	Alicia S
14	Streets - Signs	New Request	2016-4-13 15:22	Lynn J
15	Streets - Signs	New Request	2016-4-16 13:58	Lynn J
16	Streets - Signs	New Request	2016-4-21 15:20	Lynn J
17	Streets - Signs	New Request	2016-4-22 15:09	Lynn J
18	Streets - Signs	New Request	2016-4-22 15:20	Lynn J
19	Streets - Signs	New Request	2016-4-29 15:54	Sara H
20	Streets - Snow & Ice	Complete	2016-4-19 10:27	Lynn J
21	Streets - Snow & Ice	Complete	2016-5-2 06:22	Jason M
22	Streets - Snow & Ice	New Request	2016-4-15 09:38	Lynn J
23	Streets - Snow & Ice	New Request	2016-4-19 06:57	Lynn J
24	Streets - Street Debris	Complete	2016-4-7 08:31	Lynn J
25	Streets - Street Debris	New Request	2016-4-19 06:39	Lynn J
26	Streets - Street Debris	New Request	2016-4-22 07:21	Lynn J
27	Streets - Street Debris	New Request	2016-4-26 08:05	Lynn J
28	Streets - Street Debris	New Request	2016-4-29 08:13	Lynn J
29	Streets - Street Surface/Pothole	Complete	2016-4-5 07:47	Lynn J

30	Streets - Street Surface/Pothole	Complete	2016-4-12 07:25	Lynn J
31	Streets - Street Surface/Pothole	New Request	2016-4-4 06:28	Lynn J
32	Streets - Street Surface/Pothole	New Request	2016-4-19 12:38	Lynn J
33	Streets - Street Surface/Pothole	New Request	2016-4-25 08:16	Lynn J
34	Streets - Street Surface/Pothole	New Request	2016-4-29 07:03	Alicia S
35	Streets - Street Surface/Pothole	New Request	2016-4-29 11:14	Alicia S
36	Streets - Street Surface/Pothole	Work In Progress	2016-4-1 12:17	Lynn J
37	Streets - Street Surface/Pothole	Work In Progress	2016-4-13 14:31	Lynn J
38	Streets - Trees/Vegetation	Complete	2016-4-29 07:45	Clint E
39	Streets - Vehicle Maintenance/Repair	Complete	2016-4-5 07:57	Lynn J
40	Streets - Vehicle Maintenance/Repair	Complete	2016-4-5 15:34	John T
41	Streets - Vehicle Maintenance/Repair	Complete	2016-4-5 15:36	John T
42	Streets - Vehicle Maintenance/Repair	Complete	2016-4-5 15:39	John T
43	Streets - Vehicle Maintenance/Repair	Complete	2016-4-29 13:24	Lynn J
44	Streets - Vehicle Maintenance/Repair	Complete	2016-4-7 14:12	John T
45	Streets - Vehicle Maintenance/Repair	Complete	2016-4-11 07:01	John T
46	Streets - Vehicle Maintenance/Repair	Complete	2016-4-8 08:29	John T
47	Streets - Vehicle	Complete	2016-4-15 16:06	John T

48	Streets - Vehicle Maintenance/Repair	Complete	2016-4-15 16:08	John T
49	Streets - Vehicle	Complete	2016-4-15 16:12	John T
50	Streets - Vehicle	Complete	2016-4-18 11:36	John T
51	Streets - Vehicle Maintenance/Repair	Complete	2016-4-18 11:36	John T
52	Streets - Vehicle Maintenance/Repair	Complete	2016-4-19 06:56	John T
53	Streets - Vehicle	Complete	2016-4-19 16:13	John T
54	Streets - Vehicle Maintenance/Repair	Complete	2016-4-25 15:56	John T
55	Streets - Vehicle Maintenance/Repair	Complete	2016-4-21 15:27	John T
56	Streets - Vehicle Maintenance/Repair	Complete	2016-4-22 15:13	John T
57	Streets - Vehicle Maintenance/Repair	Complete	2016-4-28 06:41	John T
58	Streets - Vehicle Maintenance/Repair	Complete	2016-4-28 15:50	John T
59	Streets - Vehicle Maintenance/Repair	Complete	2016-4-29 13:24	John T
60	Streets - Vehicle	Complete	2016-4-29 16:01	John T
61	Streets - Vehicle Maintenance/Repair	On Hold	2016-4-29 13:27	John T

<b>Complete</b>	<b>241</b>
<b>New Request</b>	<b>88</b>
<b>Work In Progress</b>	<b>7</b>
<b>On Hold</b>	<b>1</b>
<b>Total WO's</b>	<b>337</b>

Last Modified By	Addresses	Street Name	Description
Alicia S	606	Manitou Ave	As the season begins to warm up, some of the thermostats are being switched over. I switched Jason's to AC while Wade's and Planning's thermostats have been turned off so as not to clash against each other. Jason is requesting someone from facilities maintenance to confirm there are no issues with the AC systems and that he doesn't get the "extra" air from Wade/Planning's AC system.
Isaac B	101	Banks Pl	Change out filters on heating/AC units on flood recovery trailer
Jason M	215	Manitou Ave	schryver womens restroom lighting has exposed wiring.
Kevin F	10	Old Mans Trl	electrical outlets on southeast side of mound need to be remounted.
Kevin F	606	Manitou Ave	
James C	101	Banks Pl	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	101	Banks Pl	
James C	101	Banks Pl	
James C	101	Banks Pl	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	101	Banks Pl	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	101	Banks Pl	
James C	606	Manitou Ave	
James C	606	Manitou Ave	
James C	101	Banks Pl	
James C	101	Banks Pl	
Alicia S	101	Banks Pl	Public Works Run - Janitorial
James C	101	Banks Pl	Public Works Run - Janitorial
James C	101	Banks Pl	Public Works Run - Janitorial
James C	606	Manitou Ave	City Hall Run - Janitorial
James C	606	Manitou Ave	Restroom run - Janitorial
James C	101	Banks Pl	Public Works Run - Janitorial
James C	606	Manitou Ave	City Hall Run - Janitorial
James C	606	Manitou Ave	Restroom run - Janitorial
James C	101	Banks Pl	Public Works Run - Janitorial
James C	606	Manitou Ave	City Hall Run - Janitorial



Kevin F	101	Banks Pl	Park Run - Kevin
Alicia S	101	Banks Pl	Park Run - Kevin
Alicia S	101	Banks Pl	Park Run - Kevin
James C	101	Banks Pl	Park Run - Kevin
Alicia S	101	Banks Pl	Park Run - Kevin
Kevin F	606	Manitou Ave	
Kevin F	606	Manitou Ave	
Kevin F	932	Manitou Ave	Test water at all Mineral Springs
Kevin F	520	El Paso Blvd	7-min Spring - the font is plugged up and overflowing - as reported by someone who stopped by City Hall
Kevin F	902	Manitou Ave	
James C	8	Park Ave	Fix manhole ring entrance to wheeler spring. Ring is no longer attached.
Kevin F	606	Manitou Ave	Please get with Alicia - as she know where the Mayor would like to have the Employee of the Month plaques hung. And she has the plaques  This job will require some moving of anothe photos to a different locale
Kevin F	606	Manitou Ave	
Kevin F	8	Park Ave	Kevin will you please mount the metal toilet paper rack up at the soda Springs men's restroom. Thanks James C.

Kevin F	701	Manitou Ave	
Kevin F	606	manitou ave	
Kevin F	11	Hydro St	
Kevin F	101	Banks Pl	
Kevin F	606	Manitou Ave	The storage room upstairs will be rearranged in the near-future and the TV in the corner is in the way. Can dispose of the TV or take to another location however PW decides. Perhaps replace the TV in the PW's break room?
Kevin F	101	Banks Pl	
Kevin F	606	Manitou Ave	Upstairs - File cabinets - locked.  There is a set of black file cabinets which is locked and no one knows where the key is. If there are no keys available, please drill out the lock to allow access to the cabinet.  These black cabinets is in the south-west corner of the room - next to the water-heater door and is labeled "Cemetery records" (or something to that effect)
Kevin F	606	Manitou Ave	
Kevin F	101	Banks Pl	
Kevin F	606	Manitou Ave	Please get with Alicia to determine correct file cabinet.  Thanks!
Kevin F	606	Manitou Ave	There are 3 cabinets marked as "empty" in upstairs storage room of City Hall. Betheny is hopeful they can be removed soon as they are holding up her cleanup/rearranging "project"
Kevin F	101	Banks Pl	

Kevin F	606	Manitou Ave	But first need to move Fire Hydrant and "container" next to the door from the foyer to the hallway and remove the 4 ?design maps? currently on the wall and give back to Wade B for Planning Storage.
Kevin F	101	Banks Pl	
Kevin F	101	Banks Pl	
Clint E	606	Manitou Ave	Need Name Tags for new HPC Member 1 tag for voting board, 1 tag for the dais. Name: Deb Moore Thank you!
Kevin F	101	Banks Pl	
Alicia S	606	Manitou Ave	City Hall - upstairs storage - demolition of sink and cabinets (please remove them)
Kevin F	215	Manitou Ave	schryver restrooms need painted.
Jason M	11	Hydro St	barr trail bathroom building needs pressure washed and repainted.
Kevin F	13	Hydro St	
Kevin F	606	Manitou Ave	All the rectangular tables along with 150 chairs. The last group on the 8th, will not finish until roughly 6pm. They have been advised they will need to use the dispatch phone in the Police Dept foyer to request an officer to secure the area after they leave.
Kevin F	606	Manitou Ave	Memorial Hall : 11 tables set up with 2 seats per table for police testing – all facing the stage and 1 table with 2-3 chairs at the door for check in



Kevin F	606	Manitou Ave	<p>The event begins at 6:00, and is expected to end by 8:30 pm.</p> <p>We will need the following:</p> <p>2 rectangular check-in tables by front door for check-in, a couple chairs</p> <p>1 rectangular table at rear for refreshments</p> <p>1 rectangular tables - side of room near door for other displays</p> <p>1 rectangular table - at front of room, near stage</p> <p>12 tables for groups - all the round tables &amp; additional rectangular tables</p> <p>100 chairs - set up around tables, if extras set up in front of room</p> <p>We would like to have these in place by 4:00 pm.</p> <p>Also, if tables are dirty, can they be cleaned?</p>
Kevin F	606	Manitou Ave	<p>The event begins at 6:00, and is expected to end by 8:30 pm.</p> <p>We will need the following:</p> <p>2 rectangular check-in tables by front door for check-in, a couple chairs</p> <p>1 rectangular table at rear for refreshments</p> <p>1 rectangular tables - side of room near door for other displays</p> <p>1 rectangular table - at front of room, near stage</p> <p>12 tables for groups - all the round tables &amp; additional rectangular tables</p> <p>100 chairs - set up around tables, if extras set up in front of room</p> <p>We would like to have these in place by 4:00 pm.</p> <p>Also, if tables are dirty, can they be cleaned?</p>

Kevin F	606	Manitou Ave	<p>The Planning Dept is hosting a brown bag lunch event on Wednesday, April 27. The event begins at 11:30, and is expected to end by 1:00 pm. We will need the following:</p> <p>2 rectangular check-in tables by front door for check-in, a couple chairs  1 rectangular table at rear for refreshments  1 rectangular table for displays at side of room, near door</p> <p>9 tables for groups - round tables where possible  60 chairs - set up around tables</p> <p>We would like these in place by 11:00 am  (submitted by Karen Berchtold - x2559)</p>
Kevin F	606	Manitou Ave	<p>Public Works to set up 5 tables in a line and three or four chairs</p> <p>for Police Dept meeting</p>
Alicia S	606	Manitou Ave	<p>Memorial Hall 4-26-16</p> <p>See pic in WO or on calendar event for setup.  1 rectangle table, 6 round tables, and 50 chairs</p>
Alicia S	606	Manitou Ave	<p>Public works to set up for meeting 5 tables, approx 100 audience chairs</p> <p>2pm to 8pm – April 28, 2016 4 – 9 pm  Community Meeting POST – Parks Open Space and Trails</p> <p>Thanks  Weds</p>
Alicia S	606	Manitou Ave	<p>Memorial Hall 4-26-16</p> <p>See pic in WO or on calendar event for setup.  1 rectangle table, 6 round tables, and 50 chairs</p>
James C	606	Manitou Ave	<p>Public works to set up for meeting 5 tables, approx 100 audience chairs</p> <p>2pm to 8pm – April 28, 2016 4 – 9 pm  Community Meeting POST – Parks Open Space and Trails</p> <p>Thanks  Weds</p>
Alicia S	606	Manitou Ave	<p>5-3 - Public Meeting hosted by Flood Recovery Group:  Public Works to set up</p>

Jason M	422	Peakview Blvd	<p>Deceased: Elias Mandel          Burial Date: Thursday 4-21-16          Services Time: 1:00 p.m..          Location: Section 97, Space 109          Type: Full Burial</p> <p>Contact – Dwight of Castle Rock Funeral &amp; Cremation Services          – 720-379-4604          Wife: Karen Mandel – 720-252-6562</p> <p>**Note: Jewish tradition – requires the casket to touch the ground.          Received authorization from Brad Walters – Operations Foreman          Casket will be placed into the opened hole onto the ground and the vault will be placed over the casket.</p>
Jason M	101	Banks Pl	<p>Meet Wilhelm Monument - 633-8681          on 4-25 @ 10:30 am          at Carolyn Noble's plot - Sec 94, Sp 73          to set stone</p>
Alicia S			<p>6-6-16 Cremain Interment - for Charlotte McCollom          Deceased: Charlotte McCollom          Burial Date: Monday, 6-6-16          Services Time: 10:00 a.m.          Location: Section 52, Lot 22, Space K          – Next to Carl McCollom – currently interred in space L          Type: Cremation</p> <p>Contact - Grandson: Jacob Morgan – 505-608-9487,          email jacob5136@msn.com</p> <p>Please place 6 chairs for cremation services.</p>
Alicia S	406	Plainview Pl	<p>Interment - Cremains - 5-27-16 @ 11 am -          Robert McCullen - Sect 3, Lot 5 NW 1/4</p>
Ashley M	101	banks place	
Jason M	101	Banks Pl	<p>pickup cones and pieces of wood at side of road in cemetery.</p>
Jason M	36	Park Ave	<p>park needs cleaned and raked.</p>
Jason M	11	Hydro St	<p>barr trial grass area needs cleanup</p>
Steve S	36	Park Ave	<p>graffiti on back of soda pavilion.</p>
Ashley M	101	Banks Pl	<p>Cirsa training: Light truck; extreme conditions and Employee Safety Awareness.</p>
Jason M	736	Ducllo Ave	<p>add mutt mitt</p>
Jason M	101	El Paso Blvd	<p>s hooks need to be tightened.</p>

Jason M	101	El Paso Blvd	remove stickers from metal structure around bathrooms.
Ashley M	101	Banks Pl	renewed my cdl permit
Ashley M	487	El Paso Blvd	CDL training
Ashley M	101	Banks Pl	
Ashley M	101	Banks Pl	CDL walk through. Also went to new life church to practice maneuvers and driving.
Ashley M	101	Banks Pl	CDL training
Ashley M	101	Banks Pl	CDL training
Ashley M	101	Banks Pl	CDL walk around and driving
Jason M	215	Manitou Ave	pump house needs repainted.
Jason M	502	Manitou Ave	pumphouse needs repainted.
Jason M	1017	Manitou Ave	steel pedestrian bridge needs painted.
Steve S	101	Banks Pl	
Jason M	101	Banks Pl	Park runs
Ashley M	101	Banks Pl	
Steve S	101	Banks Pl	took circia safety course
Steve S	101	Banks Pl	
Steve S	101	Banks Pl	
Steve S	101	Banks Pl	
Jason M	101	Banks Pl	park runs and inspections
Ashley M	101	Banks Pl	
Jason M	101	El Paso Blvd	remove old camera pole in grass area by skate bowl.
Steve S	101	Banks Pl	
Jason M	101	Banks Pl	park runs
Ashley M	101	Banks Pl	
Steve S	101	Banks Pl	
Jason M	101	Banks Pl	park runs
Ashley M	101	Banks Pl	
Jason M	202	Manitou Ave	fill in edge of sidewalks, top dress all dirt areas for seeding.
Jason M	513	Manitou Ave	playground s hooks need tightened.
Jason M	101	Banks Pl	tamp and top dress graves from buriels and sinking.
Jason M	1	Delaware Rd	Put fence back up at tot lot.
Steve S	118	lovers lane	rake leaves in parking lot
Jason M			Tighten s hooks on swings
Steve S	101	Banks Pl	
Jason M	101	Banks Pl	park runs
Ashley M	101	Banks Pl	

Jason M	520	El Paso Blvd	Turn on memorial and 7-minute irrigation.
Steve S	101	Banks Pl	Park Run - Steve
Jason M	520	El Paso Blvd	parking lot needs to be cleaned and restriped.
Steve S	101	Banks Pl	Park Run - Steve
Steve S	101	Banks Pl	Park Run - Steve
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Jason M	101	Banks Pl	Park Run - Ashley
Jason M	229	Manitou Ave	Clean under mote dam bridge.
Jason M	514	El Paso Blvd	reseed top dressed areas..
Jason M	229	Manitou Ave	jet rod inlet to mote
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Jason M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Jason M	202	Manitou Ave	Remove water puddle in sidewalk.
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Jason M	406	Plainview Pl	install new clock and turn on irrigation
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Jason M	27	Mountain View Rd	turn on bauers irrigation
Jason M	101	El Paso Blvd	turn on fields/skate irrigation
Jason M	520	El Paso Blvd	turn on mansions irrigation
Steve S	101	Banks Pl	Park Run - Steve

Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Steve S	101	Banks Pl	Park Run - Steve
Jason M	101	Banks Pl	Park Run - Jason
Ashley M	101	Banks Pl	Park Run - Ashley
Alicia S	101	Banks Pl	
Jason M	26	Mountain View Rd	install more soft fall in playground
Jason M	26	Mountain View Rd	install some type of border along handicap ramp to keep gravel off sidewalk.
Jason M	101	El Paso Blvd	install more soft fall in playground.
Jason M	101	El Paso Blvd	area by sewer cleanout needs to be filled and leveled with dirt.
Jason M	202	Manitou Ave	breeze walkways need redone.
Jason M	202	Manitou Ave	back fill the exposed conduit line on pool side of creek.
Jason M	215	Manitou Ave	pond needs dredged.
Jason M	202	Manitou Ave	parking lot needs cleaned, pot holes filled, and restriped.
Jason M	215	Manitou Ave	dig out and install new soft fall around log cabin area.
Jason M	229	Manitou Ave	mote inlet needs rebuilt.
Jason M	513	Manitou Ave	playground needs more soft fall.
Jason M	502	Manitou Ave	replace and/or level out pavers between grass and mulch area.
Jason M	514	El Paso Blvd	top step to mound needs fixed.
Jason M	502	Manitou Ave	railing for stairs on creek walk need repaired. and dirt added.
Jason M	521	Manitou Ave	add dirt to creek walk trail at the cog train end.
Steve S	165	Lovers Ln	all benches need to be refinished and securely mounted.
Jason M	425	Washington Ave	all benches need refinished.
Jason M	425	Washington Ave	mutt mitt dispenser needs added to park.
Jason M	36	Park Ave	soda springs pavilion needs blown out and washed.
Jason M	42	Park Ave	soft fall needs added around playground equipment.
Jason M	213	Pine Ridge Ave	soft fall needs added to play area.
Jason M	213	Pine Ridge Ave	sand around merry-go round and swings needs rototilled and more added as needed.
Jason M	11	Hydro St	stump in barr trail grass area needs removed.
Jason M	11	Hydro St	barr trail walkways need swept.
Steve S	701	Manitou Ave	rebuild planter area in front of library from sewer line work.
Ken S	514	El Paso Blvd	
Ashley M	229	Manitou Ave	Basketball court needs to be fixed up.

Jason M	215	Manitou Ave	climber chains links need to be inspected and changed as needed.
Jason M	10	Old Mans Trl	Pressure wash concrete benches and sidewalk.
Jason M	701	Manitou Ave	add dirt to sidewalk edges and top dress all trench dirt areas.
Jason M	101	El Paso Blvd	concrete sinking between pavilion and grass by skate bowl.
Jason M	515	Manitou Ave	add dirt to sidewalk edge of mulch area to remove trip hazard.
Jason M	521	Manitou Ave	clean sidewalk around cog train.
Jason M	425	Washington Ave	sidewalk is sinking by drainage intake along washington
Jason M	701	Manitou Ave	pressure wash all sidewalks after have been top dressed.
Jason M	101	El Paso Blvd	skate park sign needs replaced.
Jason M	10	Old Mans Trl	sign by driveway needs raised.
Ashley M	101	Banks Pl	
Jason M	101	Banks Pl	pickup limbs that have fallen.
Steve S	101	El Paso Blvd	suckers need trimmed on trees along creek area.
Jason M	502	Manitou Ave	trees by pump house need trimmed away from fence line.
Jason M	481	Manitou Ave	thorn bushes at corner of old man's trail and Manitou ave need trimmed back
Jason M	11	Hydro St	area under barr trail picnic tables need weeds removed.
Jason M	101	Banks Pl	trees in cemetery need to be trimmed according to arborist report.
Lynn J	133	Crystal Hills Blvd	Dead Squirrel
Lynn J	329	Manitou Ave	Dead Squirrel in the middle of the road.
Lynn J	301	Ruxton Ave	small part of deer leg in road

Lynn J	27	Manitou Ave	Locates called in for the intersections of CHB & Manitou Ave.
Lynn J	119	Lovers Ln	Take down speed box
Lynn J	26	Grant Ave	Hang Box to collect traffic flow data
Lynn J	351	Manitou Ave	Remove tree off the Chamber roof per Shelley Small Equipment - Chain Saw
Lynn J	101	Banks Pl	Top off the New Water Truck with DEF fluid
Lynn J	101	Banks Pl	
Lynn J	10	Old Mans Trl	paint new crosswalk by shuttle stop
Lynn J	105	Pawnee Ave	
Lynn J	329	Grandview Pl	Paint curbs downtown



Alicia S	307	Canon Ave	Please place a sign to deter large trucks (semis) from traversing up the the narrow roads off Canon Ave.  "Apparently Semi's following their GPS go up Cave & Spencer Aves in attempt to reach the Cave of the Winds. Then get stuck, needing to back-up down the crowded, narrow streets back onto Canon Ave, maneuvering around parked cars"
Lynn J	102	Capitol Hill Ave	Stop sign missing - post and sign
Lynn J	503	Winona Rd	
Lynn J	318	Ruxton Ave	Dispatch call for tree fallen/falling into Ruxton Ave - Set up detour -
Lynn J	101	Banks Pl	Jason McNeil - Make door name plate 2 x 8 On Black  PARKS DIVISION LEAD JASON MCNEIL
Lynn J	101	Banks Pl	
Alicia S	101	Banks Pl	Name door signs at the Shack:  Flood Recovery Project Manager Jeff Smith  and replace Sara Hartley's door name tag:  Hazard Mitigation & Resiliency Manager Sara Hartley
Lynn J	101	Banks Pl	3333 Snow Storm Removal - Call out by Dispatch Kevin & Lynn
Jason M	101	banks pl	plow and sand.
Lynn J	101	Banks Pl	Winter Storm Preparations: Clean and Service Plows (+) bobcat skid
Lynn J	101	Banks Pl	
Lynn J	142	Manitou Ave	Debris in road - a pillow
Lynn J	104	Poplar Pl	
Lynn J	432	Manitou Ave	exhaust pipe in Road
Lynn J	333	Plainview Pl	
Lynn J	209	Pawnee Ave	
Lynn J	150	Ruxton Ave	Large Pothole Capitol & Ruxton

Lynn J	141	Manitou Ave	Potholes just past the HWY 24 overpass bridge SE side
Lynn J	602	Ruxton Ave	Patch small pothole at the base of Hydro
Lynn J	328	Manitou Ave	
Lynn J	27	Manitou Ave	Potholes intersection CHB & Manitou Ave.
Alicia S	124	Via Vallecito	C Andrea Herrera & David M Baay 124 Via Vallecito - 331-7959 aherrera@uccs.edu "Out street has been worked on several times over the past few years - in addition to the fact that the building crew used our driveway as a turn around - so much of the gravel in the driveway is displaced - our street is filled with sink holes, which are growing deeper every day - we are, therefore, requesting that you please please inspect our street and consider"
Alicia S	131	Washington Ave	Wendy Goldstein 17 Lincoln Ave - 685-9684 info@twosisinn.com "There are two larger potholes right near the blind curve on Washington. Vehicles drive on the wrong side of the road to avoid the potholes just before the blind curve, creating a danger for traffic. There's also a smaller one on the other side of the curve. But if you could fix these two potholes, that would be a great relief!"
Lynn J	101	Banks Pl	Patch broken edge of the road
Lynn J	107	Deer Path Ave	multiple potholes on Deerpath
Clint E	107	Poplar Pl	tree fell on poplar pl
John T	101	Banks Pl	Freightliner Left brake light out
John T	101	Banks Pl	4/4/16-Ck tandem dump for service
John T	101	Banks Pl	Plow/winch switch not working on yellow four wheeler
John T	101	Banks Pl	Rubber outrigger feat worn on water dept backhoe.
John T	101	Banks Pl	Picked up new switch at Dodge, installed switch, locks now work
John T	101	Banks Pl	Clean and wash ford dump-mounted sander, ck for service and prep for summer storage.
John T	101	Banks Pl	Ck. 2010 John Deere 410J waterdept back hoe for service needs. Ordered filters today.
John T	101	Banks Pl	Ck rock shaker - overheating.
John T	101	Banks Pl	Ck IR compressor trailer for service.

John T	101	Banks PI	Found tommy truck diesel fuel tank low.
John T	101	Banks PI	Trash cans full in shop.
John T	101	Banks PI	Registrations Date Due
John T	101	Banks PI	Ck Grizzby's truck for service
John T	101	Banks PI	4/18- CK Trucks/Trailer
John T	101	Banks PI	Move trucks/trailer to CDL school yard.
John T	101	Banks PI	Ck pump on GEHL skid.
John T	101	Banks PI	Ck CASE skid for service.
John T	101	Banks PI	Ck big mini x for service.
John T	101	Banks PI	Freight dump and black trailer need DOT.
John T	101	Banks PI	Vehicle Maintenance
John T	101	Banks PI	Ck Lynns dodge for service.
John T	101	Banks PI	Ck James res 2010 dodge for service
John T	101	Banks PI	4/27-Ck Grizzbys truck brakes noisy

Comments
Jason's & Planning offices - heat/ac switchover
<p>City Hall - Memorial Hall - Hole in the wall next to the piano  I am in the process of patching the hole  04/20/16  The hole has been patched</p>
Public Works Run - Janitorial
City Hall Run - Janitorial
Restroom run - Janitorial
Public Works Run - Janitorial
Restroom Run - Janitorial
Public Works Run - Janitorial
City Hall Run - Janitorial
Restroom run - Janitorial
Restroom run - Janitorial
Public Works Run - Janitorial
City Hall Run - Janitorial
Restroom run - Janitorial
Public Works Run - Janitorial
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City Hall Run - Janitorial
Restroom run - Janitorial
Public Works Run - Janitorial
City Hall Run - Janitorial
Restroom run - Janitorial
Public Works Run - Janitorial
City Hall Run - Janitorial



Park Run - Kevin
Park Run - Kevin
Park Run - Kevin
Park Run - Kevin
Park Run - Kevin
<p>Handicap door opener not working  I contacted the Manufacturer and found a local distributor and Chris is working on getting us a replacement electronic board under warrantee of possible or he will get me a price  I left a message for Chris at the distributors for an update on the main electronic board replacement 04/20/16  I am waiting on a quote to replace the handicap opener with a better one and bring the doors back to good working order  04/22/16</p>
<p>meet with roofer 04/21/16 am  gave Brad the estimate. waiting for go ahead from him  Brad approved the repair  They will get it done ASAP 4/25/16</p>
<p>7-11 Spring - The Font is plugged up and overflowing -  as reported by someone who stopped by City Hall</p>
<p>Shoshone drain is plugged  I cleaned out the font drain and snaked the drain line from inside the spring house. The drain is working again  04/25/16</p>
<p>Hang the new Employee of the Month plaques in Main Foyer of City Hall  I met with Alicia, she is not ready yet 04/04/16</p>
<p>I had to relocate the closer on the ladies room door, the spacer I put in on Friday was not working</p>
<p></p>

I received a call from PPLD today requesting that we start putting the window screens on as soon as we can  
04/27/16 Today I replaced a torn screen and I secured 4 more screens that were loose

hang pictures in the clerks office

meet with Matt to get the camera and support equipment to prepare for install of the traffic monitoring camera  
04/22/16

Cirsa training  
I watched the on line training for Employee safety awareness  
And passed the quiz

City Hall upstairs - remove TV

called and scheduled appts for estimates on the work at Hiawatha gardens  
I spent 30 minutes contacting and scheduling estimate appointments

Upstairs - File cabinets - locked  
I drilled out the lock

outside cityhall-some graffiti in the men's restroom right above the toilet tissue dispenser  
thank you James  
Painted over 04/07/16

CDL training

Move File Cabinet upstairs to file area in the flood recovery trailer

City Hall upstairs - Move/dispose of file cabinets

CDL training

City Hall - mount 8ish feet painting from upstairs storage room in the Parking Hallway - South wall as enter from Foyer doorway

CDL training

cdl training

Need these by next meeting which is May 4th.  
Thank you!

cdl training

City Hall - upstairs storage - remove the sink and cabinets.  
Please schedule the demo with Betheny of the police dept.

I received a call from Alicia, some one called her saying the toilet at Barr trail was clogged. It was. I was able to unclog it with my hand pipe rodder

4-8-16 Mem Hall Setup

4-20 Memorial Hall : 11 tables set up with 2 seats per table for police testing – all facing the stage and 1 table with 2-3 chairs at the door for check in



4-21 Memorial Hall - for Master Plan Meeting

4-21 Memorial Hall - for Master Plan Meeting  
Set up done

<p>Memorial Hall - Wed 4-27-16 by 11 am</p>
<p>Memorial Hall Tues - 4-26-16 by 9 am</p>
<p>Memorial Hall 4-26-16</p> <p>See pic in WO or on calendar event for setup. 1 rectangle table, 6 round tables, and 50 chairs</p>
<p>Memorial Hall 4-28-16 Thursday - by 2 pm Public POST Meeting</p>
<p>Memorial Hall 4-26-16</p> <p>See pic in WO or on calendar event for setup. 1 rectangle table, 6 round tables, and 50 chairs</p>
<p>Memorial Hall 4-28-16 Thursday - by 2 pm Public POST Meeting</p>
<p>5-3 - Public Meeting hosted by Flood Recovery Group: Public Works to set up</p>

Deceased: Elias Mandel  
Burial Date: Thursday 4-21-16  
Services Time: 1:00 p.m..  
Location: Section 97, Space 109  
Type: Full Burial

Meet Wilhelm Monument - 633-8681  
on 4-25 @ 10:30 am  
at Carolyn Noble's plot - Sec 94, Sp 73  
to set stone

6-6-16 Cremain Interment - Charlotte McCollom

Interment - Cremains - 5-27-16 @ 11 am -  
Robert McCullen - Sect 3, Lot 5 NW 1/4

Changed trash cans at Hiawatha gardens and  
Creek walk

picked up cones and wood took to shop

added mutt mitt box to duclo triangle

All s hooks closed on swings to less than 16th of  
an inch.

Stickers removed.
Cdl training. Went with Jimmy to pick up top soil
Park Run - Steve
Park Run - Jason. Pickup trash and fill mutt mitts as necessary. Daily inspection.
Park Run - Ashley
took circia safety course
Park Run - Steve
Park Run - Steve
Park Run - Steve
Park Run - Jason. pickup trash and fill mutt mitts as needed. inspections..
Park Run - Ashley
Removed pole from concrete base. cut bolts off and seal conduit. attached trash can receptacle to concrete base to remove trip hazard.
Park Run - Steve
Park Run - Jason. pickup trash and fill mutt mitts as needed. park inspections.
Park Run - Ashley
Park Run - Steve
Park Run - Jason. pick up trash fill mutt mitts as needed and did park inspections.
Park Run - Ashley
filled in the edge of the sidewalks, top dressed all of the trenched areas and dirt spots in schryver.
Tightened s hooks on swings.
tamped and top dressed and seeded grave sites.
Put fence up an secured.
racked leave and sticks around parking lot primiter
Tightened s hooks.
Park Run - Steve
Park Run - Jason. pickup trash and fill mutt mitts as needed. park inspections.
Park Run - Ashley

Turn on irrigation and repaired as needed. Replaced 16 sprinkler heads.
Park Run - Steve
cleaned off, swept, pressure washed, and restriped parking lot at mansions.
Park Run - Steve
Park Run - Steve
Park Run - Steve
Park Run - Jason
Park Run - Ashley
Cleaned out under mote dam bridge to prep for foot valve for irrigation system. And switch out ice signs for youth fishing sign.
reseed top dressed areas from leak dig and crosswalk install..
jet rodded inlet to mote to clean out pipe.
Park Run - Steve
Park Run - Jason. Pickup trash, fill mutt mitts as needed, park inspections.
Park Run - Ashley. Done by jason.
Park Run - Steve
Park Run - Jason
Park Run - Steve
Park Run - Jason. pick up trash and fill mutt mitts as needed. weekly playground and park inspections.
Park Run - Ashley
Park Run - Steve
Park Run - Jason. pick up trash and fill mutt mitts as needed. park inspection.
Park Run - Ashley
Made drain into top dressed area to allow sidewalk to drain.
Park Run - Steve
Park Run - Jason
Park Run - Ashley
Park Run - Steve
Park Run - Jason. pickup trash and fill mutt mitts as needed.
install new clock and turn on irrigation at cemetery.
Park Run - Steve
Park Run - Jason. pickup trash and fill mutt mitts as needed. park inspections.
Park Run - Ashley
Park Run - Steve
Park Run - Jason. pick up trash and fill mutt mitts as needed. weekly playground inspection and daily inspection.
Park Run - Ashley
turn on and repair irrigation as needed.
turn on and repair as needed, park irrigation
turn on mansions irrigation as repair as needed.
Park Run - Steve



New links need ordered.
Pressure washed concrete benches and sidewalk at shuttle stop.
top dressed and seeded all turf areas from trench work. and new sidewalk edges.
limbs picked up.
Dead Squirrel - Work Order completed at time of request.
Dead Squirrel in the middle of the road.
small part of deer leg in road

<p>Locates called in for the intersections of CHB &amp; Manitou Ave.  EMLCFM 00110 UNCCa 04/25/16 07:40 AM  A611600139-00A NORM NEW STRT LREQ</p> <p>Ticket Nbr: A611600139-00A  Original Call Date: 04/25/16 Time: 07:40 AM  Op: MKK  Locate By Date : 04/27/16 Time: 11:59 PM  Meet: N Extended job: N  State: CO County: EL PASO City: MANITOU SPRINGS  Addr: 0 Street: CRYSTAL HILLS BLVD  Near Intersection(s): MANITOU AVE  Grids: 14S067W04SE : :  Legal: Y  Lat/Long: 38.858063/-104.891557 38.858063/-104.889389  : 38.855880/-104.891557 38.855880/-104.889389  Type of Work: ASPHALT PATCHING/REMOV  Exp.: N Boring: N  Location: FROM INTERSECT LOC S/ APPX 250FT ON CRYSTAL HILLS BLVD CURB TO : CURB*ACCESS OPEN*  Company : MANITOU SPRINGS STREETS DIVISION  Type: NONR  Caller : LYNN JOHNSON Phone: (719)306-2760  Fax: Email: ljohnson@comsgov.com  Done for: SELF  Remarks:</p>
<p>Take down speed box - put speed box in my office  Start - 9:20 am  End - 9:53 am  Equipment - Bucket Truck</p>
<p>Hang Box to collect traffic flow data</p>
<p>Remove tree off the Chamber roof per Shelley  Small Equipment - Chain Saw</p>
<p>Top off the New Water Truck with DEF fluid</p>
<p>Employee #  emails  phone  boots  jacket  reflective jacket</p>
<p>paint new crosswalk by shuttle stop</p>
<p>paint crosswalk and stop bar at Elementary school</p>
<p>Paint curbs downtown  Started on the curbs by City Hall &amp; the City Hall parking lot.</p>



<p>Truck limit sign "No Trucks over 7000 lbs" (see pic)</p>
<p>Stop sign missing - post and sign</p>
<p>Per resident at 503 Winona sign was hit by a plow a few snow storms ago and the sign is twisted in the wrong direction.</p>
<p>Dispatch call for tree fallen / falling into Ruxton Ave - Set up detour</p>
<p>Jason McNeil - Make door name plate 2 x 8 On Black</p> <p>PARKS DIVISION LEAD JASON MCNEIL</p>
<p>Put PORTA signs at Duclou</p>
<p>Name door signs at the Shack:</p> <p>Flood Recovery Project Manager Jeff Smith</p> <p>and replace Sara Hartley's door name tag:</p> <p>Hazard Mitigation &amp; Resiliency Manager Sara Hartley</p>
<p>3333 Snow Storm Removal - Call out by Dispatch Kevin &amp; Lynn</p>
<p>Plow and sand as needed</p>
<p>Winter Storm Preparations: Clean and Service Plows (+) bobcat skid</p>
<p>Dispatch called the schools want the roads plowed</p>
<p>Debris in road - a pillow picked up 04/07/2016</p>
<p>Fallen Branch in road</p>
<p>exhaust pipe in Road</p>
<p>Broken glass in road</p>
<p>tree limb in road</p>
<p>Large pothole Capital Hill &amp; Ruxton - Completed 04/04/16</p>

Potholes just past the HWY 24 overpass bridge SE side
Potholes CHB & Manitou Ave
Inspect Via Vallecito re: potholes, sinkholes, and take the necessary action
Potholes on Washington - not the bypass section. See attached picture.
multiple potholes on Deerpath
tree fell on poplar pl
Left Brake light out 4/5/16-JT-return lights took working condition.
Change oil and filter, lube, ck lights, ck fluids, air tires, lube, ck brakes and adjustment, replace reflectors, replace two fuel filters, replace hydraulic filter, add anti freeze and gear oil.
Replace switch
Replace outrigger feet on water dept backhoe.
Drivers side Lock Switch does not work. Unable to lock doors from Drivers side
Shorten drag chain. Rebuild spinner-new bearing, lube complete, adj drive chains, remove from truck, place in storage for summer.
Complete on 4/8/16. Change oil and filter, change hydraulic filter, change two fuel filters, lube all, repair grease zerks, air tires.
Wash out radiator fins, ad coolant, install new radiator cap, tighten leaking hose clamps, run for .5 hour, don't see a problem now. Will have Jim S. operate it next week and ck it again.

Went to loaf and jug and filled tank with diesel fuel.
Haul trash from shop, cleaned pit floor.
Go to DMV, get new registrations.
Service due. Pick up and deliver truck from treatment plant. Change oil and filter, change air filter, ck lights, ck fluids, air tires.
Ck Freight dump, connect to black trailer for DOT on 4/19. CDL testers need trailer for testing. Park trailer and freight dump. Ck tandem truck fro 4/19 testing, clean truck, ck tires and steam clean truck.
Pick up/deliver truck/trailer.
Ck water pump on water tank on roof of GEHL skid. Broken/weathered-not functioning. 4/21--- ordered pump from grainger Instal new pump, replumb to operating cond again.
Service due-change oil and filter, lube, ck fluids, air tires, change fuel filters
Change oil and filter, lube, ck fluids. Park vehicle. Found big oil leak. Remove floor, found hydraulic line loose. Tighten lines, steam clean inside, reinstall floor.
Deliver truck/trailer to Drivetrain fro DOT. Pick up from Drivetrain, return truck/trailer to yard.
Ck plows and sander engines. Repair flap on ford plow, replace bolts on dodge plow blade. Ck fluid levels in vehicles in cold storage. Wash 2013 ford tuck-battery terminals corroding, wash engine compartment, wash outside of truck. Exchange empty torch tanks at Colorado Compressed Gasses.
Service due. Change oil and filter, ck fluids, ck lights, repair third brake light, air tires, ck air and fuel filers.
Change oil and filter, ck fluids, ck lights, air tires
Replace front brake pads, resurface rotors. Found left caliper bent/warped, ordered new one, sb in Friday. Recd new caliper on 4/28, waiting to get Grizzbys truck back in shop for caliper replacement.

SERVICE ORDERS COMPLETED 04/01/2016-04/30/2016

Service Order Number	Sequence Number	Description	Service Address	Customer Number
1278	1	Disconnect Reading	10 DENETA DR	41705.01
1279	1	Disconnect Reading	305 WASHINGTON AVE	15190.05
1283	1	Disconnect Reading	802 MIDLAND AVE	3305.15
1292	1	Disconnect Reading	109 DEER PATH AVE	31960.02
1298	1	Disconnect Reading	108 -110 RUXTON AVE	290.01
1303	1	Disconnect Reading	215 WASHINGTON AVE	15220.01
1305	1	Disconnect Reading	33 MINNEHAHA AVE	1830.02
1306	1	Disconnect Reading	11 CHEROKEE RD	32300.05
1309	1	Disconnect Reading	13 MAPLE LN	2550.11
	<u>9</u>			
1235	2	Final Reading	335 OKLAHOMA RD	32690.17
1252	1	Final Reading	147 CRYSTAL PARK RD	41760.02
1253	1	Final Reading	203 PAWNEE AVE	31460.03
1260	1	Final Reading	12 CHEROKEE RD	32320.12
1264	1	Final Reading	220 ILLINOIS AVE	22060.01
1267	1	Final Reading	38 WASHINGTON AVE	11495.04
1271	1	Final Reading	206 CHELTEN RD	41880.06
1272	1	Final Reading	607 MANITOU AVE	110.02
1276	1	Final Reading	47 SANDRA LN	42230.07
1281	1	Final Reading	332 SANTA FE PL B	4828.02
1284	1	Final Reading	203 CRYSTAL HILLS BLVD	6875.04
1300	1	Final Reading	7 TAOS PL	4822.08
1301	1	Final Reading	105 VIA SAN MIGUEL	51300.13
1302	1	Final Reading	124 MANITOU PL	22653.05
1304	1	Final Reading	166 CLARKSLEY RD	65280.04
1307	1	Final Reading	18 CEDAR LN	52770.08
	<u>17</u>			
1286	1	Misc Work	919 PROSPECT PL	31100.04
1289	1	Misc Work	18 TAOS PL	4836.08
1293	1	Misc Work	5 VIA ESCONDIDO VALLE	51680.02
1294	1	Misc Work	606 CRYSTAL HILLS BLVD	61800.04
1295	1	Misc Work	347 MANITOU AVE	4730.01
1297	1	Misc Work	224 CRYSTAL PARK RD	42130.02
1299	1	Misc Work	234 CRYSTAL PARK RD	42144.05
	<u>7</u>			
1270	1	Reconnect Reading	4 MOUNTAIN VIEW LN	66130.01
1277	1	Reconnect Reading	20 VIA PIEDRAS	51460.02
1285	1	Reconnect Reading	42 EL PASO BLVD LAWN	5500.01
1290	1	Reconnect Reading	211 PAWNEE LAWN	31505.01
1296	1	Reconnect Reading	323 331 EL PASO BLVD	52480.01
	<u>5</u>			

1269	1 Replace Meter	304 MANITOU AVE	510.08
1275	1 Replace Meter	105 CRYSTAL PARK RD	41470.01
1291	1 Replace Meter	211 PAWNEE LAWN	31505.01
	<u>3</u>		

TOTAL 41

Created Date	Completed Date
4/11/2016	4/14/2016
4/11/2016	4/11/2016
4/13/2016	4/13/2016
4/18/2016	4/15/2016
4/22/2016	4/22/2016
4/27/2016	4/30/2016
4/28/2016	4/30/2016
4/28/2016	4/30/2016
5/2/2016	4/30/2016

3/11/2016	4/16/2016
3/21/2016	4/5/2016
3/22/2016	4/6/2016
3/25/2016	4/26/2016
3/28/2016	4/6/2016
3/31/2016	4/7/2016
4/1/2016	4/3/2016
4/1/2016	4/21/2016
4/7/2016	4/7/2016
4/12/2016	4/30/2016
4/13/2016	4/19/2016
4/25/2016	4/14/2016
4/25/2016	4/14/2016
4/27/2016	4/30/2016
4/28/2016	4/30/2016
4/29/2016	4/30/2016

4/15/2016	4/18/2016
4/15/2016	4/15/2016
4/19/2016	4/19/2016
4/19/2016	4/19/2016
4/20/2016	4/20/2016
4/20/2016	4/20/2016
4/22/2016	4/22/2016

4/1/2016	4/1/2016
4/8/2016	4/8/2016
4/15/2016	4/15/2016
4/18/2016	4/18/2016
4/20/2016	4/21/2016

4/1/2016	4/1/2016
4/5/2016	4/5/2016
4/18/2016	4/18/2016