

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Michael Lee

DEPARTMENT

Public Works

MONTH

May

TASKS COMPLETED

- Routine (bathrooms, youth center, sewer, ...)
- Maintain site lawns and appearance,
- Cleaning areas
- Ready for inspection
- Moving items form old city hall
- Skate park (cleaning and water grass area)
- Small project requests
- Weed control (weed wacker)
- Studying

PROJECTS IN PROGRESS

- Street valve exercising
- Flushing
- Man hole inspections

CHALLENGES / ISSUES

- Keys
- Truck when it rains

COMMUNITY INPUT & COMMENTS