



WHAT'S IN THE WORKS

March 2012

School Outreach

Burbank High School's Job Fair

Kreigh Hampel, Recycling Coordinator, joined with nearly forty other professionals on February 24, for Burbank High School's Job Fair. Students were able to meet with a wide range of professionals representing media, education, government, the arts and more. Kreigh offered job descriptions and forecasts for students interested in engineering, fleet services and many of the trades and skills applied throughout Public Works.

CTE (Career Tech Ed) Day

On February 23, Craig Van Item, Fleet Services Supervisor, represented the Public Works Department at CTE (Career Tech Ed) Day at Burroughs High School. During the event, students had the opportunity to talk to the representatives representing various career fields and schools. This format allowed Craig to talk one-on-one with approximately 25 students and provide them with an overall view of the Public Works Department and the many career opportunities available.

California Student Outreach Program

Two members of the Engineering staff recently participated in events entitled "Become an Engineer," which were sponsored by the California Student Outreach Program. Donald Urquidez, Civil Engineering Assistant, presented at the events held at Pasadena High School and Clark Magnet High School. Michelle Elorde, Civil Engineering Associate, presented at the events held at J. F. Kennedy High School and Pasadena High School. The events were designed to inform school administrators and students on how to prepare for an engineering career.

Public Works staff excels in numerous skill sets and areas of expertise. All staff are encouraged to take the opportunity to share your experience with youngsters in a classroom setting if the opportunity arises. You never know who you might inspire!

Did you know?



Disposable batteries are expensive, a burden to natural systems and costly to recycle. Rechargeable batteries are a better choice for many electronic devices around the home and office including: cameras, wireless mice, flashlights, and other small electronic devices. Rechargeable batteries are less expensive over time, save resources, and are covered by a nation-wide recycling program that is included in the purchase price.

For information on recycling rechargeable batteries visit <http://www.call2recycle.org/> or contact the Recycle Center staff at 238-3900.



UPCOMING EVENTS SAVE THE DATE

- March 27—Grand Reopening of the Police/ Fire Headquarters
- April 21—Earth Day Event
- May 20-26—National Public Works Week





Project Updates



Street Improvement Projects

On February 21st, Council awarded two street improvement project contracts designed by Adam Salehi's section.

Kalban, Inc., was awarded an \$847,804 contract to reconstruct sections of Delaware Road, Fifth Street, Tujunga Avenue, Santa Anita Avenue, and Providencia Avenue, which are all within the City's Community Development Block Grant eligible area. Also included in the project is the reconstruction of damaged curbs, gutters, sidewalks, and driveways, and the reconstruction of pedestrian ramps at various locations within the area.

Silvia Construction was awarded contract for approximately \$1.4 million to resurface roadways, remove and reconstruct pedestrian ramps, and repair damaged curbs, gutters, sidewalks, and driveways on 14 street segments. Proposition 1B funds will be used to fund this project. The following streets are included in this project:

- Bel Aire Drive from Bethany Road to University Avenue
- Clark Avenue from Ledge Avenue to Evergreen Street
- Cordova Street from Oak Street to Verdugo Avenue
- Kenwood Street from Heffron Drive to Oak Street
- Kenwood Street from Magnolia Boulevard to Chandler Boulevard
- Keystone Street from Riverside Drive to Alameda Avenue
- Lima Street from Chandler Boulevard to Burbank Boulevard
- Lima Street from Verdugo Avenue to Clark Avenue
- National Avenue from Pass Avenue to Rose Street
- Orange Grove Avenue from Sixth Street to Kenneth Road
- Paseo Redondo from Sherlock Drive to Via Carmelita
- Sherlock Drive from Paseo Redondo to city limits
- Via Carmelita from Paseo Redondo to cul de sac
- Santa Anita from Sixth Street to Kenneth Road

New Elevators in the Orange Grove Parking Structure

On February 28th the City Council approved work to replace the two elevators in the Orange Grove parking structure at 133 East Orange Grove. The elevators are located next to the parking structure entrances near Islands and Kabuki restaurants.

The elevators were originally installed in 1989 when the parking structure was built and have since received routine service and maintenance; however, the systems and components are antiquated. Due to their age and heavy daily use, both elevators have been subject to frequent breakdowns in recent years, causing inconvenience to Burbank residents and visitors.

This project will upgrade both elevators to modern standards and completely replace all components except the elevator cab. Work will begin in May. The contractor will work on one elevator at a time so the other is always available. Upon project completion, it is anticipated that these two elevators will reliably serve the community for the next twenty years or more.

Burbank Sustainable Commission Green Spotlight Award



At their December meeting, the Sustainable Burbank Commission established the Burbank Green Spotlight Award. Each month the Commission presents the award to a resident or business for their sustainable efforts.

On February 27th, the Commission presented the Burbank Green Spotlight Award to Margie and Louis Dell. The Dell's planted California native plants in their yard in Burbank, which has significantly reduced their water usage.



Public Works by the Numbers

Engineering & Construction

The Engineering and Construction Division includes the Street Design and Construction section and the Permits section. The Street Design and Construction section is responsible for planning, designing, constructing, and monitoring the City's street, alley, and sidewalk infrastructure improvements; overseeing all work in the public right-of-way for public safety and adherence to City standards.

The Permits section of the Engineering and Construction Division regulates all work performed in the public right-of-way. The table below summarizes the activities of the Permits section during the past three months. These data are an indication of private-sector construction activity in the City.

TYPE OF PERMIT	December	January	February
Gas Company *	36	17	13
AT&T *	2	5	6
BWP - Water Division *	21	6	21
BWP - Electrical Division *	8	3	11
Charter Communications *	1	1	0
Excavation *	19	25	17
Excavation w/Plans *	6	6	4
Sewer *	15	21	8
Haul Route *	1	1	1
Building Plan Check	3	3	5
Building/Construction *	17	10	18
Demolition *	0	0	0
Pool *	0	2	3
Street Use *	42	39	43
Transportation *	4	11	28
Water Discharge *	8	0	3
Address Assignment *	11	15	23
Banner *	1	1	2
Encroachment *	1	0	1
Temporary Encroachment *	1	2	4
Conditional Use (CUP) **	1	0	1
Development Review (DR) **	2	0	0
Administrative Use Permit (AUP)	***	1	0
Accessory Structure Permit	***	1	1
Second Dwelling Unit (SDU) **	0	0	0
Lot Line Adjustment (LLA) **	0	0	0
Minor Fence Exception Permit	***	1	2
Major Fence Exception Permit	***	0	0
Plan Development (PD) **	0	0	0
Tentative Parcel Map (TPM) **	0	0	0
Tentative Tract Map (TTM) **	0	0	0
Variance (VAR) **	2	0	1
Zone Map/Text (ZMA/ZTA) **	0	3	0
Monthly Totals	202	174	216
% Change compared to 2010	24%	-2%	43%

OTHER PERMIT SECTION ACTIVITIES	December	January	February
Research/Maps provided to public	11	15	21
News Rack Impoundment	0	0	0
News Rack Verification	4	10	0
News Rack Citations	0	4	0
Open House Applications	5	10	11
Open House Permits *	17	48	48
Monthly Totals	37	87	80

* Permits Issued

** Applications Received in Public Works

*** Figures not available

Traffic

The Traffic Division includes the Traffic Engineering and Design section, Signs and Painting section, and Signal Maintenance section. Traffic Engineering and Design oversees traffic control designs, plan checking/permitting, parking programs, and neighborhood protection plans. The Signs and Painting section oversees installation/maintenance of traffic signs, traffic control painting, pedestrian crosswalks, and bikeways. The Signal Maintenance section oversees the various Intelligent Transportation System (ITS) devices that include the maintenance/installation of dynamic message signs, trailblazer signs, traffic cameras, and system-wide traffic detection. The Traffic Management Center serves as the centralized command center for the City's 188 signalized intersections.

The table below summarizes some of the activities of the Traffic Division during the past three months.

	December	January	February
Parking			
Number of monthly permits issued	452	440	428
Monthly parking permit revenue	\$22,600	\$22,000	\$21,400
Residential permits issued	116	2937	146
Number of LNCV parking permits issued	179	163	118
LNCV parking permit revenue	\$315	\$260	\$395
Signs & Painting			
Number of linear feet of curb painted/repainted	19,188	12,595	4,422
Number of linear feet of pavement markings painted/repainted	682	8,123	4,413
Number of word legends & symbol legends painted/repainted	20	238	130
Number of "Stop" signs replaced on schedule	11	7	14
Number of miscellaneous signs repaired/replaced	224	251	453
Number of traffic count studies conducted	4	0	2
Traffic Signals			
Number of traffic signals receiving preventative maintenance	71	22	47
Number of traffic signal malfunctions repaired	55	56	48
Number of traffic signal malfunctions repaired within 2 hours	53	52	47
Number of Underground Service Alert markings completed	56	43	35

Water Reclamation & Sewer

The Water Reclamation and Sewer Division includes the Engineering and Design section, Industrial Waste Permitting and Inspection section, Plant Operations and Maintenance section, and Sewer Maintenance section. Its functions include issuing sewer permits; establishing sewer fees; preparing reports and studies relating to the City's Sewer Master Plan and infrastructure needs; coordinating administrative activities with the City of Los Angeles, state, and federal regulating agencies, and maintaining 284 miles of sewers and storm drains.

The table below summarizes some of the activities of the Water Reclamation and Sewer Division over a three month period.

	November	December	January
Number of SLURP rebates issued (\$'s)	7 (\$1,400)*	8 (\$1,200)**	5 (\$750)***
Miles of sewer cleaned	31.78	19.99	27.41
Miles of sewer inspected via CCTV	5.75	5.3	6.7
Number of routine inspections of Significant Industrial Users	0	0	8
Number of illicit discharges inspected	23	16	8
Number of sewer overflow notifications	1	0	0
Number of sewer overflow notifications responded to in less than 25 minutes	1	0	0
Monthly average of flow treated at the Reclamation Plant (in million gallons per day (MGD))	8.17	8.26	8.36
Monthly average of recycled water delivered to BWP (in million gallons per day (MGD))	1.47	1.7	1.87
Monthly average of treated water discharged to the channel (in million gallons per day (MGD))	7.03	6.75	6.89
Amount of sludge sent to Los Angeles (in million gallons per day (MGD))	0.13	0.101	0.115

* 6@\$150, 1@\$500

**8@\$150

***5@150

Fleet & Building Maintenance

The Fleet and Building Maintenance Division maintains and repairs all City equipment and buildings with the exception of Fire equipment and BWP equipment/facilities. The Fleet Services section repairs a diverse range of conventional and alternate fueled vehicles and equipment, including the City's demonstration hydrogen fuel station. The Building Maintenance section consists of Facilities Maintenance and Custodial Services, handling the maintenance and repairs of all non-BWP City facilities. Facilities Maintenance includes construction, maintenance, carpentry, and painting of 775,000 sq. ft located within 80 buildings. Custodial Services cleans 532,000 sq. ft of occupied space in 28 buildings.

The table below summarizes some of the activities of the Fleet and Building Maintenance Division during the past three months.

	December	January	February
Fleet			
Total number of vehicles serviced	1200	1204	1309
Preventative maintenance inspections	143	136	157
General Repairs	1029	1049	1126
Road calls	18	16	16
Warranty/Recalls	10	3	10
Building Maintenance			
Number of work orders processed	265	238	235

Street & Sanitation

The Street and Sanitation Division includes the Road and Parkway Maintenance (including graffiti removal), Weed Abatement, Street Sweeping, Flood Control, Refuse Collection, Refuse Disposal, and Recycling sections.

The table below summarizes some of the activities of the Street and Sanitation Division during the past three months.

	December	January	February
Graffiti			
Number of incidents reported	265	344	284
Incidents removed in 1 day	237	300	221
Incidents removed in 2 days	13	30	43
Incidents removed in 3 days	14	12	9
Bulky Items			
Number of bulky item pickups	1482	1599	1416
Potholes			
Number of notifications received	11	9	13
Number repaired within 6 days of notification	10	9	11
Sidewalks			
Number of notifications received	3	2	2
Number repaired within 6 days of notification	3	2	2
Litter & Weed Abatement			
Number of litter or weed complaints	18	6	9
Number of complaints responded to within 3 days	18	6	9
Solid Waste/Recycling			
Number of service orders processed	1524	1099	794
Number of service orders processed within 5 days	1523	1096	794
Solid waste tonnage disposed of at Burbank Landfill	3094	2842	*
Green waste tonnage diverted from Burbank Landfill	1956	1356	*
Electronics collected (tons)	13	12	10
Used oil collected (gallons)	310	920	615
Oil drain pans distributed	9	11	11
Composters distributed	6	6	14
Recycling events conducted	4	3	1

All references to number of days are working days only.

*Figures not available

Administration

The Administration Division provides administrative, financial, legislative, and employee relations support for the department.

The following table provides a summary of the call volume received by administrative staff in Public Works Field Services during the past three months.

	December	January	February
Bulky*	600	693	483
Sewer	44	29	17
Solid Waste	2410	2158	1572
Street	223	200	127
BWP	365	349	301
Home Rewards Rebate	43	52	35
Misc	1179	1055	929
Total number of calls	4864	4536	3464

*Does not include calls to the Bulky Item Hotline.



Public Works Department Mission Statement

The Public Works Department plans, designs, builds, operates and maintains the City's public works systems in a financially and environmentally responsible manner, while responding to the community's changing needs.