



WHAT'S IN THE WORKS

April 2012

Public Works Outreach

Recycle Center Tour

The fourth and fifth grade classes from St. Finbar school learned about the world of recycling on April 4th when they visited the Burbank Recycle Center. Recycling Specialist, Ferris Kawar, provided the students with a tour of the facility and explained the benefits of recycling and composting.



Career Day

On Friday, March 23, Rebekka Hosken, Senior Analyst in the Traffic Division, spoke to eighth graders for "Career Day" at Gaspar De Portola Middle School in Tarzana. Rebekka explained what Public Works does and how it impacts each of their lives on a daily basis. She also discussed careers in city government, the wide variety of employee backgrounds, and operations within cities. Rebekka encouraged the students to consider local government as a career option.

Job Shadow Day

Public Works participated in the City's Job Shadow Day. Two students interested in Civil Engineering were educated about the



jobs of Civil Engineers in the Public Works Department by Sean Corrigan, Chief Asst. Public Works Director-City Engineer; Ken Johnson, Asst. Public Worker Director-Traffic Engineer; and Dan Rynn, Assistant Public Works Director - Wastewater.



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!



UPCOMING EVENTS SAVE THE DATES

April 12, 7:00 a.m.-4:00 p.m.

Bake sale to benefit Relay for Life
Public Works Field Services Administration Office

April 21, 11:00 a.m.-4:00 p.m.

Earth Day Event at the Recycle Center

April 26, 11:00 a.m. -2:00 p.m.

Relay for Life fundraiser in parking lot at Glenoaks Blvd. & Olive Ave.
Stop by and purchase lunch from one of several food trucks

May 12, 9:00 a.m.—May 13, 9:00 a.m.

Relay for Life at Johnny Carson Park
Contact Schell Chandler in Field Services to walk or volunteer

May 20-26—National Public Works Week

- May 22, 6:00p.m. —City Council Proclamation
- May 24—PW Picnic & Recognition Ceremony



Project Updates



Police/Fire Headquarters Reconstruction Project Complete

On March 27th, the completion of the Police/Fire Headquarters Reconstruction Project - Water Intrusion Phase 2 was celebrated with a grand re-opening and ribbon cutting ceremony. Consistent with Council's long-standing goals to invest in and improve the community's infrastructure, the Police/Fire building underwent significant repairs to correct inadequacies in the building's original construction. In addition, the City also installed a new Centennial Walkway at the corner of Palm Avenue and Third Street that offers residents a quiet spot in the middle of downtown Burbank.

Thanks to the cooperation of the tenants of the Police/Fire building, contractor Swinerton Builders, Inc., architects WWCOT, project management by Clifford Development Group, and the efforts of all departments involved in the undertaking, the project proceeded smoothly and was completed within twelve months and within budget.

FAMILY FAIR
AT THE BURBANK RECYCLE CENTER

Live Music - Food Trucks - Kids Games
Document Shredding - Free Reusable Bags
Live Animals - Great Prizes - Face Painting
Compost & Mulch Giveaway - Electric Cars
Mini Recycle Truck - Film Screening
Free Bike Valet - Bike Café - and more...

Close up tours of the recycling plant
Local sustainability resources
Native & edible garden presentation
Simple living panel discussion
Bring an old T-shirt, leave with a custom bag
Reserve your rain barrel for pick up @:
www.rainbarrelsintl.com/events.asp
Free coffee and tea, bring your own mug

Saturday April 21, 11 am - 4 pm
500 South Flower Street

Walk, Bike, Carpool, or Bus.
Cars park on the street. (818) 238-3900

GARDENS
without borders

Come see how local residents and schools have applied landscaping techniques using native plants, edibles, and water harvesting to create beautiful and aromatic gardens that attract birds and butterflies.

12:00 pm

bag it
Try going a day without plastic. Plastic is everywhere and infiltrates our lives in unimaginable ways. What starts as a film about plastic bags evolves into a wholesale investigation into plastic.

Join us for a screening of **bag it** at 1:30 pm
Is your life too plastic?

Simple Living
a panel discussing the simple changes you can make that can help you get back to what is really important.

2:45 pm

Public Works!
Sewer Sewers

Turn your old T-shirt into a **NEW** reusable shopping bag
Bring a T-shirt or two and **Bag the plastic bag!**

All Day Long

- Traffic Signal Crew Special Projects
- Upgraded pedestrian heads to countdown heads at 20 locations.
 - Installed bike push buttons at Keystone St. and Olive Ave.
 - Installed a traffic monitoring video system and video detection at Orange Grove Ave. and Third St.
 - Replaced 136 age degraded signal indications

Congratulations

Roger Gibbs promoted to the position of Street Maintenance Leadworker

Congratulations Roger!



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 March 19th, the Commission presented the Burbank Green Spotlight Award to Juan and Angelica Jimenez. The Mr. Jimenez crafted their Burbank garden's landscaping from reused materials and planted California native flora that significantly reduce 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	January	February	March
Gas Company *	17	13	27
AT&T *	5	6	4
BWP - Water Division *	6	21	22
BWP - Electrical Division *	3	11	4
Charter Communications *	1	0	0
Excavation *	25	17	13
Excavation w/Plans *	6	4	4
Sewer *	21	8	6
Haul Route *	1	1	0
Building Plan Check	3	5	4
Building/Construction *	10	18	14
Demolition *	0	0	1
Pool *	2	3	1
Street Use *	39	43	57
Transportation *	11	28	21
Water Discharge *	0	3	9
Address Assignment *	15	23	29
Banner *	1	2	3
Encroachment *	0	1	1
Temporary Encroachment *	2	4	1
Conditional Use (CUP) **	0	1	1
Development Review (DR) **	0	0	0
Administrative Use Permit (AUP)	1	0	1
Accessory Structure Permit	1	1	1
Second Dwelling Unit (SDU) **	0	0	1
Lot Line Adjustment (LLA) **	0	0	0
Minor Fence Exception Permit	1	2	1
Major Fence Exception Permit	0	0	1
Plan Development (PD) **	0	0	0
Tentative Parcel Map (TPM) **	0	0	0
Tentative Tract Map (TTM) **	0	0	0
Variance (VAR) **	0	1	0
Zone Map/Text (ZMA/ZTA) **	3	0	1
Monthly Totals	174	216	228
% Change compared to 2010	-2%	43%	9%

OTHER PERMIT SECTION ACTIVITIES	January	February	March
Research/Maps provided to public	15	21	16
News Rack Impoundment	0	0	0
News Rack Verification	10	0	37
News Rack Citations	4	0	28
Open House Applications	10	11	9
Open House Permits *	48	48	39
Monthly Totals	87	80	129

* Permits Issued

** Applications Received in Public Works

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.

	January	February	March
Parking			
Number of monthly permits issued	440	428	419
Monthly parking permit revenue	\$22,000	\$21,400	\$20,950
Residential permits issued	2937	146	133
Number of LNCV parking permits issued	163	118	121
LNCV parking permit revenue	\$260	\$395	\$340
Signs & Painting			
Number of linear feet of curb painted/repainted	12,595	4,422	6,503
Number of linear feet of pavement markings painted/repainted	8,123	4,413	4,097
Number of word legends & symbol legends painted/repainted	238	130	162
Number of "Stop" signs replaced on schedule	7	14	2
Number of miscellaneous signs repaired/replaced	251	453	282
Number of traffic count studies conducted	0	2	8
Traffic Signals			
Number of traffic signals receiving preventative maintenance	22	47	60
Number of traffic signal malfunctions repaired	56	48	74
Number of traffic signal malfunctions repaired within 2 hours	52	47	73
Number of Underground Service Alert markings completed	43	35	58

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.

	December	January	February
Number of SLURP rebates issued (\$'s)	8 (\$1,200)*	5 (\$750)**	\$950***
Miles of sewer cleaned	19.99	27.41	40.48
Miles of sewer inspected via CCTV	5.3	6.7	2
Number of routine inspections of Significant Industrial Users	0	8	0
Number of illicit discharges inspected	16	8	12
Number of sewer overflow notifications	0	0	0
Number of sewer overflow notifications responded to in less than 25 minutes	0	0	0
Monthly average of flow treated at the Reclamation Plant (in million gallons per day (MGD))	8.26	8.36	8.22
Monthly average of recycled water delivered to BWP (in million gallons per day (MGD))	1.7	1.87	2.00
Monthly average of treated water discharged to the channel (in million gallons per day (MGD))	6.75	6.89	6.56
Amount of sludge sent to Los Angeles (in million gallons per day (MGD))	0.101	0.115	0.095

*8@150

**5@150

***1@\$500, 3@\$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.

	January	February	March
Fleet			
Total number of vehicles serviced	1204	1309	1466
Preventative maintenance inspections	136	157	187
General Repairs	1049	1126	1258
Road calls	16	16	15
Warranty/Recalls	3	10	6
Building Maintenance			
Number of work orders processed	238	235	287

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.

	January	February	March
Graffiti			
Number of incidents reported	344	284	205
Incidents removed in 1 day	300	221	287
Incidents removed in 2 days	30	43	18
Incidents removed in 3 days	12	9	0
Bulky Items			
Number of bulky item pickups	1599	1416	1361
Potholes			
Number of notifications received	9	13	22
Number repaired within 6 days of notification	9	11	21
Sidewalks			
Number of notifications received	2	2	4
Number repaired within 6 days of notification	2	2	4
Litter & Weed Abatement			
Number of litter or weed complaints	6	9	18
Number of complaints responded to within 3 days	6	9	18
Solid Waste/Recycling			
Number of service orders processed	1099	794	905
Number of service orders processed within 5 days	1096	794	905
Solid waste tonnage disposed of at Burbank Landfill	2842	2653	*
Green waste tonnage diverted from Burbank Landfill	1356	1264	*
Electronics collected (tons)	12	10	15
Used oil collected (gallons)	920	615	725
Oil drain pans distributed	11	11	8
Composters distributed	6	14	6
Recycling events conducted	3	1	2

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.

	January	February	March
Bulky*	693	483	547
Sewer	29	17	24
Solid Waste	2158	1572	1772
Street	200	127	192
BWP	349	301	334
Home Rewards Rebate	52	35	29
Misc	1055	929	1180
Total number of calls	4536	3464	4078

*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.