Public Works Department
Monthly Report
April 2017

Shana E. Epstein
Director of Public Works

Key Message

April Fools, I am back. What an amazing experience to be able to rejoin the City of Beverly Hills team and most notably the men and women who make Public Works a dynamic and energized place to work. On my first day, the department welcomed me with a lovely reception and at that time we celebrated work anniversaries for a number of employees and outstanding accomplishments of the Wastewater Crew. In addition, the Department staff shared what projects and programs they are most proud over the last five years. In this light, the Public Works Monthly Report will continue to evolve to highlight the good work of the Public Works team.

Looking forward to many successes with you,

Shana E. Epstein

Accomplishments

A Parking Operations employee notified Beverly Hills Police about suspicious individuals in a City parking facility. The employee's description of the individuals led to the arrest of several suspects who were then identified as perpetrators in other auto burglaries around the City.

The City's fleet has been selected as one of the 50 leading fleets in the nation for 2017 by Government Fleet Magazine. This is the third consecutive year the City has received this honor.

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Significant Incidents, Events, & Information

On Aril 6, Fleet Services staff put the new Police Mobile Command Center into service. Fleet Services and Police personnel also received training on operations and maintenance of the Mobile Command Center.

On Saturday April 8, Environmental Services Bureau staff responded to a sanitary sewer overflow at San Ysidro Drive and Pickfair Way. The crew recovered 1,000 gallons of an estimated 1125 gallons of overflow. A notice was sent to the resident and additional catch basin cleaning was done around the area.

On April 9, Public Works staff participated in the 14th Annual Earth Day event at the Beverly Hills Farmers' Market. Staff were on hand to promote earth friendly practices, including water conservation, composting, and document shredding.

On April 10, the Street Maintenance Bureau reconstructed the catch basin on Wilshire Boulevard and Canon Drive to withstand the heavy traffic in this area of the City.

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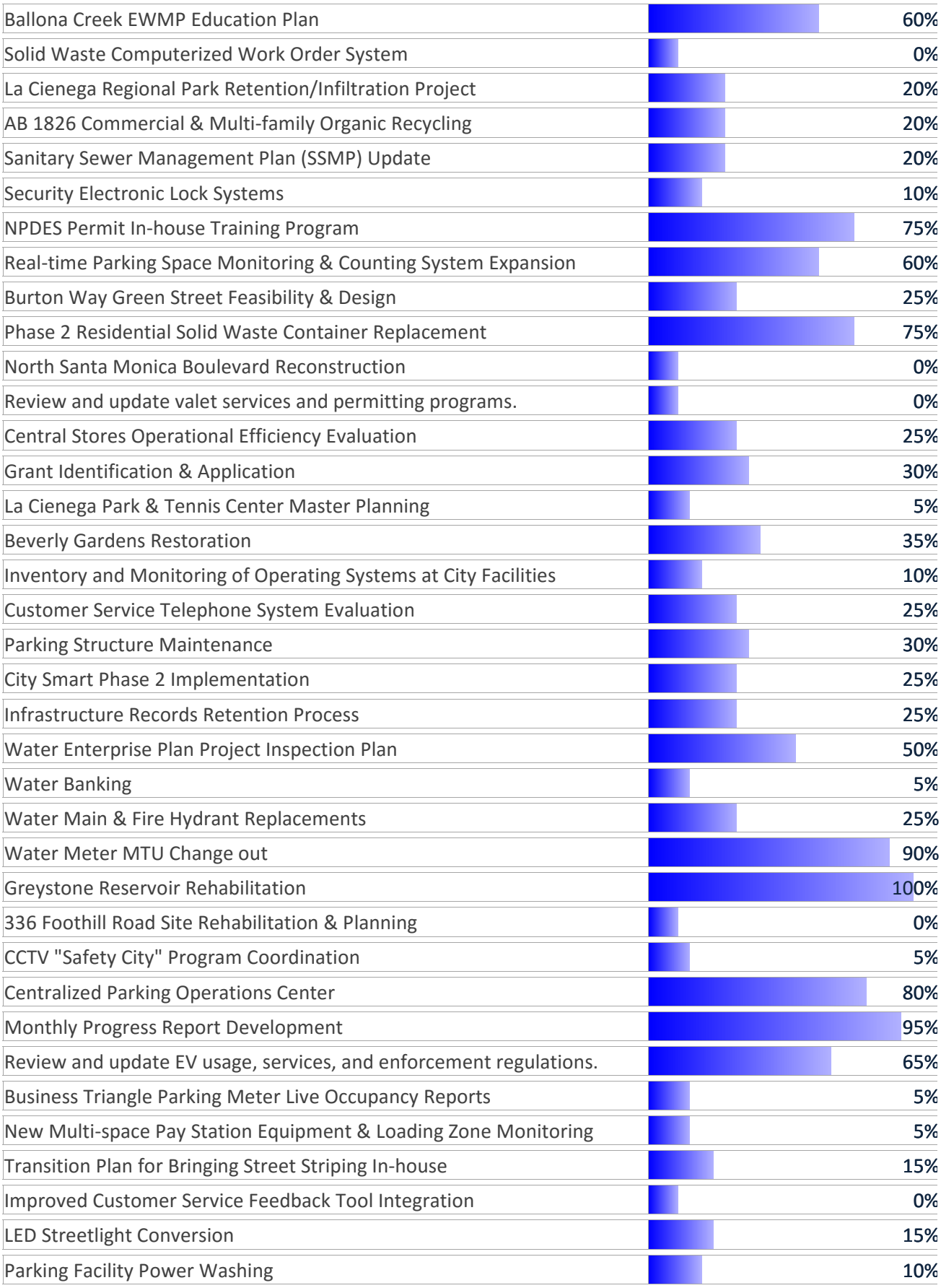
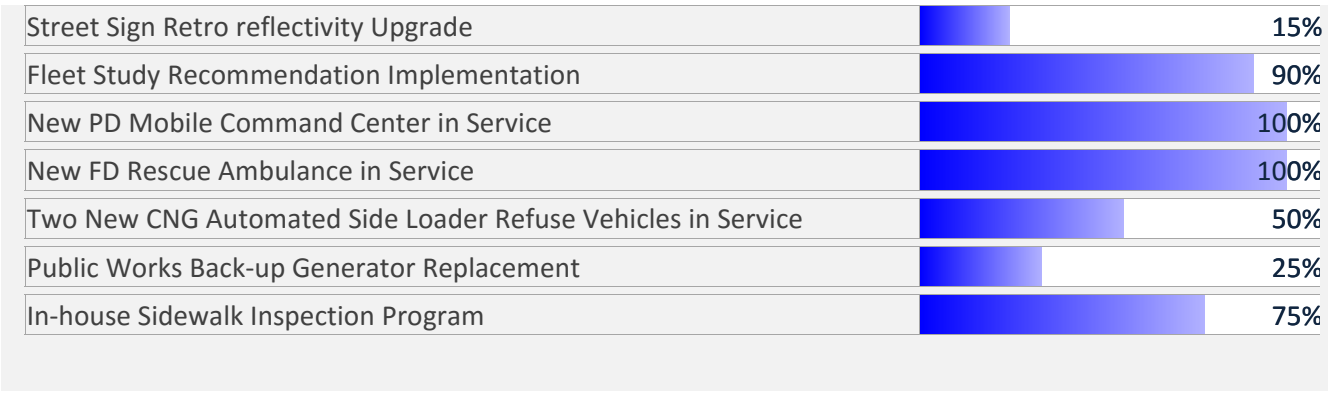
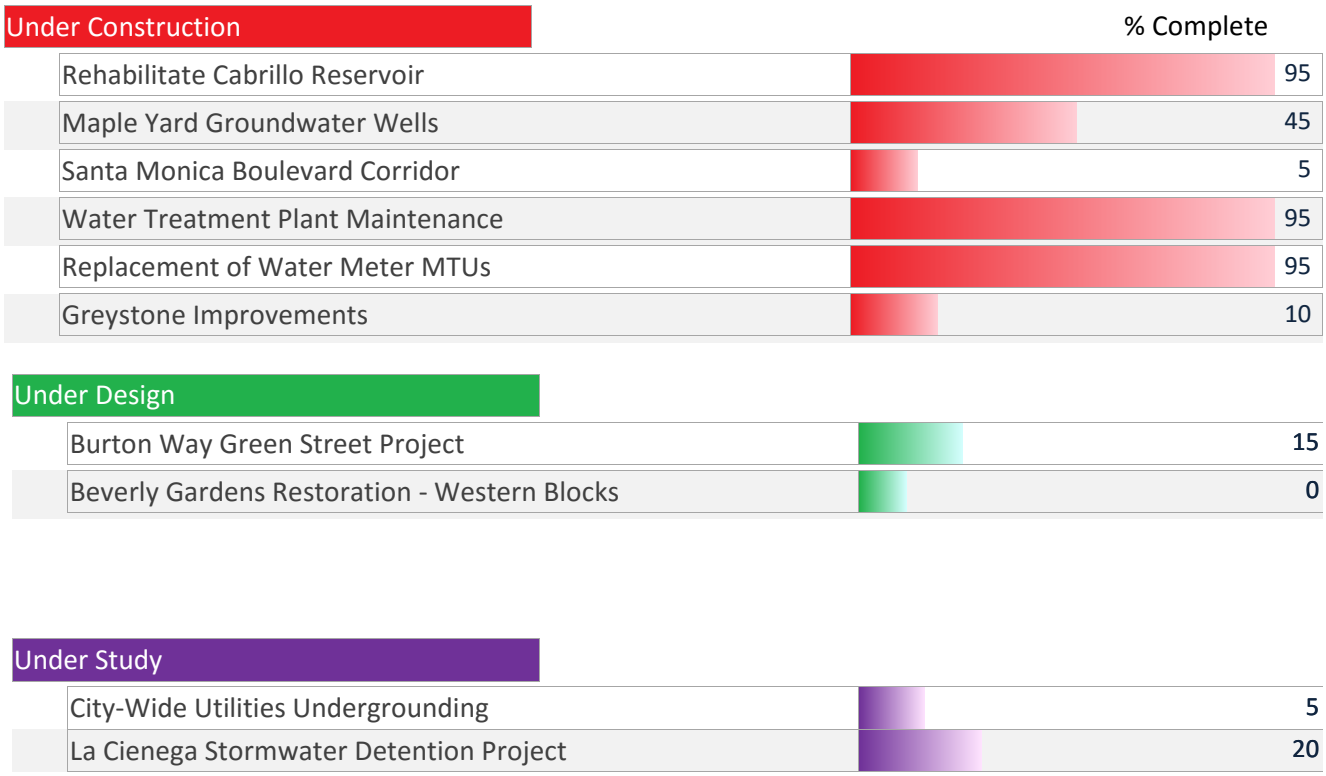
City Statistics	Apr 2017	Mar 2017	YTD
Inspections			
Number of new public works permits issued	30	22	97
Project Management			
Infrastructure $ expended on active capital projects under Project Mgmt purview	$90,312	$90,132	$587,831
Number of inquiries received related to Metro project	12	5	21
Facility Services			
Number of work orders related to tenant requests	54	30	169
Number of work orders related to City staff requests	383	478	1,682
Parking Services			
Number of free parking garage tickets issued	202,200	224,012	835,606
Average Usage at Level 2 Electric Vehicle Charging Stations During Peak	57.4%	77.9%	68.8%
Project Administration			
Infrastructure $ expended on active capital projects under Project Admn mgmt	$422,464	$422,464	$1,198,909
Customer Service			
Number of phone calls received each month	9,310	9,067	40,723
Logistics			
Number of repair orders processed	212	263	867
Number of Preventative Maintenance Actions on Vehicles	84	128	367
Water Conservation			
Acre Feet (AF) of water used	852	733	2,567
Number of site visits completed	9	13	41
Number of customers contacted regarding continuous flow issue (letters/calls)	179	376	835
Electrical and Signals			
Number of calls with response within 24 hours	111	224	554
Number of calls with response more than 24 hours	149	128	561
Environmental Services			
Tons of commercial food waste collected	94	94	505
Percentage of Solid Waste diverted from landfill	43.1%	38.3%	42.5%
Number of alleys cleaned per month	242	276	1,235
Environmental Services and Compliance			
Number of inspected commercial facilities based on annual inventory	41	32	89
Number of wastewater sanitary sewer overflows (SSOs)	1	1	6
Street Maintenance			
Linear feet of curbs painted	690	3,119	5,993
Linear feet of traffic lines painted	1,450		1,450
Number of traffic signs replaced to comply with retro reflectivity	46	56	238
standards Number of sidewalk grinding locations completed	16	15	45
Water Operations			
Number of water quality samples processed	1,836	1,757	7,301
Number of domestic meters installed	0	3	4
Number of fire service meters installed	0	2	4
Number of water main breaks	1	1	6
Urban Forest			
Number of Trees Trimmed (#)	8312		8312
Number of Trees Removed (#)	353		353
Number of Trees Planted (#)	219		219
Park Maintenance			
% of bi-weekly playground inspections completed to date	100.0%		100.0%
% of central irrigation controllers programmed for seasonal adjustments	96.7%		96.7%
% of City irrigation backflows in comp with LA County Health Dept standards	100.0%		100.0%

Public Works Department
Status ff Work Plan Projects
April 2017

Work Plan Title	Work Plan % Complete
Completed	
Dual Water Meter Policy	100%
Utility Bill Update	100%
Dog Park Design & Construction	100%
New CNG Rear Loader Refuse Vehicle in Service	100%
Solid Waste Franchise Agreement RFP Release	100%
Wastewater Operational Staff Training Program	100%
Comprehensive Environmental Compliance Program	100%
Shallow Groundwater Well Test Phase	100%
Coldwater Canyon Reservoir	100%
Water Treatment Plant Rehabilitation	100%
Work In Process	
Water Leak Detection Program Development	25%
Groundwater Monitoring Program Implementation	100%
Water Conservation Policy Development	25%
Central Basin Well Feasibility Study	90%
Water Rate Structure Development	30%
Parking Structure Updates (Elevator Modernization, Signage, etc.)	70%
Building Maintenance Inspections Increase	40%
Incorporating Water Conservation Measures into Facility Maintenance	90%
Building Replacement & Maintenance Schedule	5%
City Facility Maintenance Evaluation	50%
Water Will Serve Policy Development	95%
Zero Waste Plan	30%
PW Service Area Operational Audit Program	10%
PW Emergency Readiness Improvement	25%
PW Operations Support Group Establishment	65%
Department Space Needs Assessment	75%
PW Strategic Plan Implementation	10%
Sustainability Plan Update	10%


Ballona Creek EWMP Education Plan 60%
Solid Waste Computerized Work Order System 0%
La Cienega Regional Park Retention/Infiltration Project 20%
AB 1826 Commercial & Multi-family Organic Recycling 20%
Sanitary Sewer Management Plan (SSMP) Update 20%
Security Electronic Lock Systems 10%
NPDES Permit In-house Training Program 75%
Real-time Parking Space Monitoring & Counting System Expansion 60%
Burton Way Green Street Feasibility & Design 25%
Phase 2 Residential Solid Waste Container Replacement 75%
North Santa Monica Boulevard Reconstruction 0%
Review and update valet services and permitting programs. 0%
Central Stores Operational Efficiency Evaluation 25%
Grant Identification & Application 30%
La Cienega Park & Tennis Center Master Planning 5%
Beverly Gardens Restoration 35%
Inventory and Monitoring of Operating Systems at City Facilities 10%
Customer Service Telephone System Evaluation 25%
Parking Structure Maintenance 30%
City Smart Phase 2 Implementation 25%
Infrastructure Records Retention Process 25%
Water Enterprise Plan Project Inspection Plan 50%
Water Banking 5%
Water Main & Fire Hydrant Replacements 25%
Water Meter MTU Change out 90%
Greystone Reservoir Rehabilitation 100%
336 Foothill Road Site Rehabilitation & Planning 0%
CCTV "Safety City" Program Coordination 5%
Centralized Parking Operations Center 80%
Monthly Progress Report Development 95%
Review and update EV usage, services, and enforcement regulations. 65%
Business Triangle Parking Meter Live Occupancy Reports 5%
New Multi-space Pay Station Equipment & Loading Zone Monitoring 5%
Transition Plan for Bringing Street Striping In-house 15%
Improved Customer Service Feedback Tool Integration 0%
LED Streetlight Conversion 15%
Parking Facility Power Washing 10%


Street Sign Retro reflectivity Upgrade
15%
Fleet Study Recommendation Implementation
90%
New PD Mobile Command Center in Service
100%
New FD Rescue Ambulance in Service
100%
Two New CNG Automated Side Loader Refuse Vehicles in Service
50%
Public Works Back-up Generator Replacement
25%
In-house Sidewalk Inspection Program
75%

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Status of Major CIP Projects
April 2017