



**CITY OF MONTCLAIR
PUBLIC WORKS COMMITTEE**

to be held in the Theater Conference Room
9955 Fremont Avenue, Montclair, California

Thursday, October 19, 2023
4:00 p.m.

Zoom Link: <https://us06web.zoom.us/j/85686738707>

Dial Number: 1-(669)-900-6833

Meeting ID: 856-8673-8707

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF MINUTES** — None
- IV. PUBLIC COMMENT**
Request to speak: <https://www.cityofmontclair.org/public-comment/>
- V. PUBLIC WORKS DEPARTMENT UPDATES/ITEMS**
 - A. Operations
 - 1. Maintenance Activities
 - 2. Additional Items
 - B. Facilities
 - 1. Maintenance Activities
 - 2. Additional Items
 - C. Engineering Division
 - 1. Saratoga Park Improvements
 - 2. Library and Fire Station 1 & 2 Remodeling
 - 3. Alleyway Improvements
 - 4. Sustainable Claremont Partnership
- VI. POLICE DEPARTMENT UPDATES / ITEMS**
- VII. COMMUNITY DEVELOPMENT DEPARTMENT UPDATES / ITEMS**
- VIII. CAPITAL PROJECTS UPDATE**
 - A. Local Projects
 - 1. Reeder Ranch Park

2. Sunset Park Beautification
 3. Electric Vehicle Charging Stations
- B. Regional Projects
1. I-10 Corridor Project

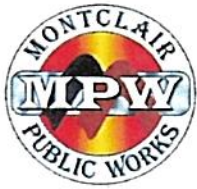
IX. COMMITTEE AND CITY MANAGER ITEMS

X. ADJOURNMENT

The next meeting of the Public Works Committee is scheduled for Thursday, November 16, 2023, at 4:00 p.m.

If you need special assistance to participate in this meeting, please contact the Engineering Division at (909) 625-9478. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

I, Sharon Giang, Administrative Specialist, hereby certify that I posted, or caused to be posted, a copy of this Agenda not less than 72 hours prior to this meeting on the bulletin board adjacent to the north door of Montclair City Hall on Monday, October 16, 2023.



City of Montclair
 Public Works - City Yard
 Fiscal Year (FY) 2023 - 24 Productivity Report
 July 2023 - October 2023

SIGNS

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL %
Signs Installed/Replaced	4				4	250	2%
Posts & Anchors Installed	162				2	200	1%
Signs Secured/Sites Cleaned	41				41	200	21%
Banners/Ornaments Installed	0				0	125	0%
Banners/Ornaments Removed	0				0	125	0%
American Flags Installed	0				0	365	0%
American Flags Removed	96				96	365	26%
Stop Sign Retro-Fitted (Flashing S.S.)	160				0	250	0%
Q-Markers Installed/Removed/Replaced	0				0	218	0%
Type IX Reflective Sheeting	160				160	250	64%

PAINTING

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL %
Stop Bars Painted	0				0	50	0%
Parking Stalls Painted	0				0	250	0%
Street Legends Painted	2				1	100	1%
Cross Walks Painted	11				11	30	37%
Curb/Street Painting (Lineal Ft.)	0				0	4,000	0%
Street Traffic Markers/RPM's	0				0	100	0%
Refreshing Median Noses/Tips	0				0	218	0%

ASPHALT AND STREET MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL %
Pot holes Patched	31				31	2,000	2%
Asphalt Tonnage	0.375				0.375	100	0.38%
Crack Sealing (Lineal Ft.)	0				0	100	0%
Skin Patching Locations	0				0	50	0%
Skin Patching Square Footage	0				0	2,500	0%
Sidewalk Ramps	1				1	20	N/A
Street Patches (Sq. Ft.)	0				0	200	0%
Saw Cutting (Lin. Ft.)	0				0	N/A	N/A
Fence Repair (Sq. Ft.)	0				0	N/A	N/A
Fence Repair Locations	0				0	10	0%
Gabions Repaired/Replaced	0				0	10	0%

CONCRETE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL %
Sidewalk Demo (Sq. Ft.)	0				0	1,000	0%
Sidewalk Poured (Sq. Ft.)	0				0	1,000	0%
Curb & Gutter Demo (Lineal Ft.)	0				0	100	0%
Curb & Gutter Poured (Lineal Ft.)	0				0	100	0%
Sidewalk Grinding (Lineal Ft.)	0				0	500	0%
Total Concrete Poured (Yards)	0				0	50	0%

PARKS MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL %
Alma Hofman (Hours)	14.75				14.75	200	7%
Essex (Hours)	16				16	130	12%
Golden Girls (Hours)	7				7	90	8%
City Hall (Hours)	0				0	100	0%
Kinglsey (Hours)	10				10	230	4%
MacArthur (Hours)	6.25				6.25	85	7%
Mini Park #1 (Hours)	4				4	60	7%
Mini Park #2 (Hours)	2.25				2.25	30	8%
Moreno Vista (Hours)	7.75				7.75	100	8%
Saratoga (Hours)	25				25	500	5%
Sunrise (Hours)	11.25				11.25	100	11%
Sunset (Hours)	15.75				15.75	150	11%
Transcenter	6.75				6.75	100	7%
Chino Basin (Hours)	4				4	50	8%
Kids Station	3.75				3.75	60	6%
Fire Station #1 (Hours)	5.5				5.5	130	4%
Fire Station #2 (Hours)	1				1	20	5%
Park Safety Checks	22				18	200	9%
Mulch (CY)	12				12	50	24%
Herbicide/Pesticide Spray (Per Site)	3				3	20	15%
Ball Field Maintenance (Per Hours)	10				10	80	13%
Brick Dust Baseball Diamonds (CY)	0				0	10	0%

IRRIGATION MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL
Valves Repaired/Replaced	13				13	80	16%
Lawn Head/Rotor Repaired/Replaced	104				104	250	42%
Nozzles Repaired/Replaced	47				47	150	31%
Solenoids Repaired/Replaced	1				1	20	5%
Bubblers Repaired/Replaced	0				0	25	0%
Main Lines Repaired/Replaced	0				0	100	0%
Lateral Lines Repaired/Replaced	2				2	50	4%
Controllers Repaired/Replaced	0				0	10	0%
Backflows Repaired/Replaced	1				1	5	20%
Wire Tracing (Per Site)	3				3	N/A	N/A
Wire Tracing (Hours)	9				9	N/A	N/A
Irrigation Coverage Check (Per Site)	12				12	120	10%
Irrigation Coverage Check (Hours)	11.5				11.5	N/A	N/A
Misc. Items (i.e PVC Fittings, Nipples,	65				65	N/A	N/A

TREE MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOAL
Tree's Trimmed	1				1	100	1%
Tree's Removed	1				1	25	4%
Tree's Planted	1				1	75	1%
Stump's Removed	1				1	10	10%
WCA Grid 4 Trees Trimmed	0				0	1,200	0%
WCA Grid 4 Trees Removed	0				0	50	0%
WCA Grid 4 Stumps Removed	0				0	25	0%
WCA Grid 4 Trees Planted	0				0	75	0%
WCA Grid 4 Palm Tree Pruning	0				0	100	0%

FLEET/MECHANIC SERVICES

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY GOALS %
PW/CD vehicles serviced	17				17	150	11%
Equipment serviced	3				3	150	2%
FD vehicles	17				17	100	17%
PD vehicles	12				12	150	8%

CAPITAL OUTLAY REQUEST - EQUIPMENT/VEHICLE PURCHASES (FY 22-24)

Department/Division	Budget Balance	Pending/Ordered	Budget Spent
Public Works - Vehicle Division	\$1,950.00	N/A	\$0.00
Public Works - Parks Division	\$2,150.00	N/A	\$0.00
Public Works - Graffiti Division	\$1,000.00	Small Equipment	\$0.00
Public Works - Sewers Division	\$591,322.00	Awaiting New Combo Truck, New Computer and Software	\$0.00
Public Works - Street Division	\$88,000.00	4 Ton Asphalt Hotbox Trailer, 1 Dump Trailer, 1 Cement Mixer	\$19,036.11

SEWER/STORM DRAIN MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Total Footage Cleaned (Ft.)	45,700				45,700	459,360	10%
Total # of Catch Basins cleaned	11				11	365	3%
Total # of Sewer Laterals Inspected	0				0	N/A	N/A
Manholes Sprayed/Pesticide	1				1	35	3%

STREET SWEEPING MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Curb Miles Traveled	1,245				1,245
Total Hours Operated	260.5				261
Emergency Service Calls	0				0
Yards of Material Dumped	517				517

GRAFFITI MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	185				185
Total CDBG area sites	137				137

DEBRIS AND WEED ABATEMENT

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	49				49
Total # of illegal dumping sites	41				41
Total # of homeless sites abated	3				3

July 2023 Work Request Totals

Generated Work Requests	199
Requests Completed	199

July 2023 Completed Projects

- Removed art piece from Freedom Plaza
- Removed American Flags for 4th of July
- Removed "No Fireworks" Signs throughout the city
- Flashing Stop Sign Program began July 10th
- Prepped Alma Hoffman Park every Tuesday in July for Concerts in the Park
- Began refreshing yellow around schools

- New employee started on 7/17 Justin Bjornberg. He has been assigned for Parks.
- Picked up commodities for Human Services in San Bernardino
- Installed time lapse camera at Reeder Ranch Park for I.T.

Other Ongoing Projects

Sewers

- Sewer Jetting
- Cleaning and televising of sewer mainlines and manholes
- Spraying sewer manholes at various locations for roaches
- Clean hot spots on a quarterly schedule
- Clean out sweeper wash rack pit bi-weekly

Trees

- Respond to citizen requests for tree maintenance services
- Removal of trees causing extreme damage to hardscape areas, utility service problems, and stress due to the drought and water cutbacks

Vehicles

- On-going maintenance of City Fleet, including Police, Fire, Human Services, Community Development, Public Works, Engineering, and Administrative Departments
- On-going maintenance of City equipment
- Diagnose problems without sending to alternate vendors
- Maintain and certify the fuel management system and fuel pumps for City Yard and the Montclair Police Department per AQMD requirements
- Completed fire pump tests and ladder annual certifications
- Evaluated fire apparatus with ladder/aerial/platform capabilities

Parks

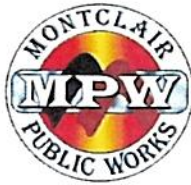
- On-going maintenance of parks (safety checks of park equipment, mowing, edging, etc.)
- On-going maintenance and repair of City irrigation systems, including recycled water lines
- Spraying herbicides to help control weeds and nuisance areas at all parks
- Maintain all equipment weekly to help with preventative maintenance

Streets

- Pick up food commodities for the Human Services Division at the Senior Center
- Fixed potholes and picked up debris
- Adopt-A-Highway program - Transcenter
- Sweeping of all streets weekly
- Maintain and replace various regulatory signs throughout the City
- Look for bad or intermittent street lights monthly and report to SCE
- Weed abatement at various locations

Administration

- Respond to citizen and staff requests for service



City of Montclair
Public Works - City Yard
Fiscal Year (FY) 2023 - 24 Productivity Report

July 2023 - October 2023

SIGNS

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Signs Installed/Replaced	4	9			13	250	5%
Posts & Anchors Installed/Removed	162	17			179	200	90%
Signs Secured/Sites Cleaned	41	34			75	200	38%
Banners/Ornaments Installed	0	0			0	125	0%
Banners/Ornaments Removed	0	0			0	125	0%
American Flags Installed	0	0			0	365	0%
American Flags Removed	96	0			96	365	26%
Stop Sign Retro-Fitted (Flashing S.S.)	160	5			165	250	66%
Q-Markers Installed/Removed/Replaced	0	0			0	218	0%
Type IX Reflective Sheeting	0	160			160	250	64%

PAINTING

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Stop Bars Painted	0	0			0	50	0%
Parking Stalls Painted	0	0			0	250	0%
Street Legends Painted	2	0			2	100	2%
Cross Walks Painted	11	0			11	30	37%
Curb/Street Painting (Lineal Ft.)	0	374			374	4,000	9%
Street Traffic Markers/RPM's	0	0			0	100	0%
Refreshing Median Noses/Tips	0	0			0	218	0%

ASPHALT AND STREET MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Pot holes Patched	31	92			123	2,000	6%
Asphalt Tonnage	0.375	1.025			1.4	100	1.40%
Crack Sealing (Lineal Ft.)	0	0			0	100	0%
Skin Patching Locations	0	0			0	50	0%
Skin Patching Square Footage	0	0			0	2,500	0%
Sidewalk Ramps	1	0			1	20	5%
Street Patches (Sq. Ft.)	0	0			0	200	0%
Saw Cutting (Lin. Ft.)	0	0			0	N/A	N/A
Fence Repair (Sq. Ft.)	0	0			0	N/A	N/A
Fence Repair Locations	0	0			0	10	0%
Gabions Repaired/Replaced	0	0			0	10	0%

CONCRETE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Sidewalk Demo (Sq. Ft.)	0	0			0	1,000	0%
Sidewalk Poured (Sq. Ft.)	0	0			0	1,000	0%
Curb & Gutter Demo (Lineal Ft.)	0	0			0	100	0%
Curb & Gutter Poured (Lineal Ft.)	0	0			0	100	0%
Sidewalk Grinding (Lineal Ft.)	0	0			0	500	0%
Total Concrete Poured (Yards)	0	0			0	50	0%

PARKS MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Alma Hofman (Hours)	14.75	44			58.75	200	29%
Essex (Hours)	16	21.5			37.5	130	29%
Golden Girls (Hours)	7	11.25			18.25	90	20%
City Hall (Hours)	24	24			48	100	48%
Kinglsey (Hours)	10	18.5			28.5	230	12%
MacArthur (Hours)	6.25	11.5			17.75	85	21%
Mini Park #1 (Hours)	4	6			10	60	17%
Mini Park #2 (Hours)	2.25	4			6.25	30	21%
Moreno Vista (Hours)	7.75	11.5			19.25	100	19%
Saratoga (Hours)	30	90.5			120.5	500	24%
Sunrise (Hours)	11.25	10.5			21.75	100	22%
Sunset (Hours)	15.75	30.5			46.25	150	31%
Transcenter	6.75	11.5			18.25	100	18%
Chino Basin (Hours)	4	7			11	50	22%
Kids Station	3.75	6			9.75	60	16%
Fire Station #1 (Hours)	5.5	15.75			21.25	130	16%
Fire Station #2 (Hours)	1	1			2	20	10%
Park Safety Checks	22	10			32	200	16%
Mulch (CY)	12	0			12	50	24%
Herbicide/Pesticide Spray (Per Site)	3	0			3	20	15%
Ball Field Maintenance (Per Hours)	10	18.5			28.5	80	36%
Brick Dust Baseball Diamonds (CY)	0	0			0	10	0%

IRRIGATION MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Valves Repaired/Replaced	13	6			19	80	24%
Lawn Head/Rotor Repaired/Replaced	104	25			129	250	52%
Nozzles Repaired/Replaced	47	20			67	150	45%
Solenoids Repaired/Replaced	1	1			2	20	10%
Bubblers Repaired/Replaced	0	0			0	25	0%
Main Lines Repaired/Replaced	0	13			13	100	13%
Lateral Lines Repaired/Replaced	2	0			2	50	4%
Controllers Repaired/Replaced	0	2			2	10	20%
Backflows Repaired/Replaced	1	0			1	5	20%
Wire Tracing (Per Site)	3	2			5	N/A	N/A
Wire Tracing (Hours)	9	5			14	N/A	N/A
Irrigation Coverage Check (Per Site)	12	13			25	120	21%
Irrigation Coverage Check (Hours)	11.5	31.5			43	N/A	N/A
Misc. Items (i.e PVC Fittings, Nipples, etc.)	65	0			65	N/A	N/A

TREE MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Tree's Trimmed	1	16			17	100	17%
Tree's Removed	1	3			4	25	16%
Tree's Planted	1	0			1	75	1%
Stump's Removed	1	0			1	10	10%
WCA Grid 4 Trees Trimmed	0	0			0	1,200	0%
WCA Grid 4 Trees Removed	0	0			0	50	0%
WCA Grid 4 Stumps Removed	0	0			0	25	0%
WCA Grid 4 Trees Planted	0	0			0	75	0%
WCA Grid 4 Palm Tree Pruning	0	0			0	100	0%

FLEET/MECHANIC SERVICES

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
PW/CD vehicles serviced	17	15			32	150	21%
Equipment serviced	3	12			15	150	10%
FD vehicles	17	7			24	100	24%
PD vehicles	12	22			34	150	23%

CAPITAL OUTLAY REQUEST - EQUIPMENT/VEHICLE PURCHASES (FY 22-24)

Department/Division	Budget Amount	Pending/Ordered	Budget Spent
Public Works - Vehicle Division	\$0.00	N/A	\$0.00
Public Works - Parks Division	\$0.00	N/A	\$0.00
Public Works - Graffiti Division	\$0.00	N/A	\$0.00
Public Works - Sewers Division	\$591,322.00	Awaiting New Combo Truck, New Computer and Software	\$0.00
Public Works - Street Division	\$88,000.00	4 Ton Asphalt Hotbox Trailer, 1 Dump Trailer, 1 Cement Mixer	\$19,036.11

SEWER/STORM DRAIN MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Total Footage Cleaned (Ft.)	45,700	72,560			118,260	459,360	26%
Total # of Catch Basins cleaned	11	0			11	365	3%
Total # of Sewer Laterals Inspected	0	0			N/A	N/A	N/A
Manholes Sprayed/Pesticide	1	1			2	35	6%

STREET SWEEPING MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Curb Miles Traveled	1,245	1,456			2,701
Total Hours Operated	260.5	345			606
Emergency Service Calls	0	0			0
Yards of Material Dumped	517	580			1097

GRAFFITI MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	185	145			330
Total CDBG area sites	137	99			236

DEBRIS AND WEED ABATEMENT

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	49	111			160
Total # of illegal dumping sites	41	65			106
Total # of homeless sites abated	3	9			12

August 2023 Work Request Totals

Generated Work Requests	168
Requests Completed	168

August 2023 Completed Projects

- Installed solar powered Flashing Stop Signs at Fremont and Orchard
- Installed 1 new backflow at Transcenter south west parking lot
- Relocated and installed new PVB Backflow at Fire Station 1
- Picked up antique furniture for Reeder Ranch
- City Yard Staff worked during Hurricane Hilary by making sandbags for residents
- Picked up commodities for Human Services in San Bernardino
- 3 New City Yard Employees: Ronald Baltierra, Grace Reneer, Jonathan Petitt
- Sewer crew attended Tri-State seminar in Las Vegas for training purposes

- Prepped Alma Hofman Park for National Night Out

July 2023 Work Request Totals

Generated Work Requests	199
Requests Completed	199

July 2023 Completed Projects

- Removed art piece from Freedom Plaza
- Removed American Flags for 4th of July
- Removed "No Fireworks" Signs throughout the city
- Flashing Stop Sign Program began July 10th
- Prepped Alma Hoffman Park every Tuesday in July for Concerts in the Park
- Began refreshing yellow around schools
- New employee started on 7/17 Justin Bjornberg. He has been assigned for Parks.
- Picked up commodities for Human Services in San Bernardino
- Installed time lapse camera at Reeder Ranch Park for I.T.

Other Ongoing Projects

Sewers

- Sewer Jetting
- Cleaning and televising of sewer mainlines and manholes
- Spraying sewer manholes at various locations for roaches
- Clean hot spots on a quarterly schedule
- Clean out sweeper wash rack pit bi-weekly

Trees

- Respond to citizen requests for tree maintenance services
- Removal of trees causing extreme damage to hardscape areas, utility service problems, and stress due to the drought and water cutbacks

Vehicles

- On-going maintenance of City Fleet, including Police, Fire, Human Services, Community Development, Public Works, Engineering, and Administrative Departments
- On-going maintenance of City equipment
- Diagnose problems without sending to alternate vendors
- Maintain and certify the fuel management system and fuel pumps for City Yard and the Montclair Police Department per AQMD requirements
- Completed fire pump tests and ladder annual certifications
- Evaluated fire apparatus with ladder/aerial/platform capabilities

Parks

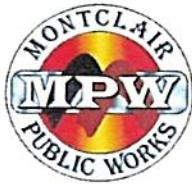
- On-going maintenance of parks (safety checks of park equipment, mowing, edging, etc.)
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- Spraying herbicides to help control weeds and nuisance areas at all parks
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Streets

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- Fixed potholes and picked up debris
- Adopt-A-Highway program - Transcenter
- Sweeping of all streets weekly
- Maintain and replace various regulatory signs throughout the City
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- Weed abatement at various locations

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Posts & Anchors Installed/Removed	162	17	3		182	200	91%
Signs Secured/Sites Cleaned	41	34	12		87	200	44%
Banners/Ornaments Installed	0	0	0		0	125	0%
Banners/Ornaments Removed	0	0	0		0	125	0%
American Flags Installed	0	0	0		0	365	0%
American Flags Removed	96	0	0		96	365	26%
Stop Sign Retro-Fitted (Flashing S.S.)	160	5	0		165	250	66%
Q-Markers Installed/Removed/Replaced	0	0	8		8	218	4%
Type IX Reflective Sheeting	0	160	0		160	250	64%

PAINTING

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Stop Bars Painted	0	0	0		0	50	0%
Parking Stalls Painted	0	0	0		0	250	0%
Street Legends Painted	2	0	0		2	100	2%
Cross Walks Painted	11	0	0		11	30	37%
Curb/Street Painting (Lineal Ft.)	0	374	52		426	4,000	11%
Street Traffic Markers/RPM's	0	0	0		0	100	0%
Refreshing Median Noses/Tips	0	0	44		44	218	20%

ASPHALT AND STREET MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Pot holes Patched	31	92	372		495	2,000	25%
Asphalt Tonnage	0.375	1.025	1.9		3.3	100	3.30%
Crack Sealing (Lineal Ft.)	0	0	0		0	100	0%
Skin Patching Locations	0	0	0		0	50	0%
Skin Patching Square Footage	0	0	0		0	2,500	0%
Sidewalk Ramps	1	0	0		1	20	5%
Street Patches (Sq. Ft.)	0	0	0		0	200	0%
Saw Cutting (Lin. Ft.)	0	0	0		0	N/A	N/A
Fence Repair (Sq. Ft.)	0	0	0		0	N/A	N/A
Fence Repair Locations	0	0	0		0	10	0%
Gabions Repaired/Replaced	0	0	0		0	10	0%

CONCRETE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Sidewalk Demo (Sq. Ft.)	0	0	0		0	1,000	0%
Sidewalk Poured (Sq. Ft.)	0	0	0		0	1,000	0%
Curb & Gutter Demo (Lineal Ft.)	0	0	0		0	100	0%
Curb & Gutter Poured (Lineal Ft.)	0	0	0		0	100	0%
Sidewalk Grinding (Lineal Ft.)	0	0	0		0	500	0%
Total Concrete Poured (Yards)	0	0	0		0	50	0%

PARKS MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Alma Hofman (Hours)	14.75	44	16		74.75	200	37%
Essex (Hours)	16	21.5	5		42.5	130	33%
Golden Girls (Hours)	7	11.25	11		29.25	90	33%
City Hall (Hours)	24	24	24		72	100	72%
Kinglsey (Hours)	10	18.5	28.75		57.25	230	25%
MacArthur (Hours)	6.25	11.5	3		20.75	85	24%
Mini Park #1 (Hours)	4	6	4.5		14.5	60	24%
Mini Park #2 (Hours)	2.25	4	1.75		8	30	27%
Moreno Vista (Hours)	7.75	11.5	7		26.25	100	26%
Saratoga (Hours)	30	90.5	80.75		201.25	500	40%
Sunrise (Hours)	11.25	10.5	4		25.75	100	26%
Sunset (Hours)	15.75	30.5	37.75		84	150	56%
Transcenter	6.75	11.5	2		20.25	100	20%
Chino Basin (Hours)	4	7	2		13	50	26%
Kids Station	3.75	6	4		13.75	60	23%
Fire Station #1 (Hours)	5.5	15.75	12		33.25	130	26%
Fire Station #2 (Hours)	1	1	2		4	20	20%
Park Safety Checks	22	10	23		55	200	28%
Mulch (CY)	12	0	0		12	50	24%
Herbicide/Pesticide Spray (Per Site)	3	0	0		3	20	15%
Ball Field Maintenance (Per Hours)	10	18.5	28.75		57.25	80	72%
Brick Dust Baseball Diamonds (CY)	0	0	0		0	10	0%

IRRIGATION MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Valves Repaired/Replaced	13	6	2		21	80	26%
Lawn Head/Rotor Repaired/Replaced	104	25	16		145	250	58%
Nozzles Repaired/Replaced	47	20	20		87	150	58%
Solenoids Repaired/Replaced	1	1	0		2	20	10%
Bubblers Repaired/Replaced	0	0	0		0	25	0%
Main Lines Repaired/Replaced	0	13	13		26	100	26%
Lateral Lines Repaired/Replaced	2	0	2		4	50	8%
Controllers Repaired/Replaced	0	2	1		3	10	30%
Backflows Repaired/Replaced	1	0	0		1	5	20%
Wire Tracing (Per Site)	3	2	1		6	N/A	N/A
Wire Tracing (Hours)	9	5	2		16	N/A	N/A
Irrigation Coverage Check (Per Site)	12	13	13		38	120	32%
Irrigation Coverage Check (Hours)	11.5	31.5	25		68	N/A	N/A
Misc. Items (i.e PVC Fittings, Nipples, etc.)	65	0	0		65	N/A	N/A

TREE MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Tree's Trimmed	1	16	5		22	100	22%
Tree's Removed	1	3	0		4	25	16%
Tree's Planted	1	0	0		1	75	1%
Stump's Removed	1	0	0		1	10	10%
WCA Grid 4 Trees Trimmed	0	0	0		0	1,200	0%
WCA Grid 4 Trees Removed	0	0	1		1	50	2%
WCA Grid 4 Stumps Removed	0	0	1		1	25	4%
WCA Grid 4 Trees Planted	0	0	2		2	75	3%
WCA Grid 4 Palm Tree Pruning	0	0	99		99	100	99%

FLEET/MECHANIC SERVICES

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
PW/CD vehicles serviced	17	15	14		46	150	31%
Equipment serviced	3	12	16		31	150	21%
FD vehicles	17	7	5		29	100	29%
PD vehicles	12	22	20		54	150	36%

CAPITAL OUTLAY REQUEST - EQUIPMENT/VEHICLE PURCHASES (FY 22-24)

Department/Division	Budget Amount	Pending/Ordered	Budget Spent
Public Works - Vehicle Division	\$0.00	N/A	\$0.00
Public Works - Parks Division	\$0.00	N/A	\$0.00
Public Works - Graffiti Division	\$0.00	N/A	\$0.00
Public Works - Sewers Division	\$591,322.00	Awaiting New Combo Truck, New Computer and Software	\$0.00
Public Works - Street Division	\$88,000.00	4 Ton Asphalt Hotbox Trailer, 1 Dump Trailer, 1 Cement Mixer	\$19,036.11

SEWER/STORM DRAIN MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD	FY GOALS	FY %
Total Footage Cleaned (Ft.)	45,700	72,560	81,150		199,410	459,360	43%
Total # of Catch Basins cleaned	11	0	0		11	365	3%
Total # of Sewer Laterals Inspected	0	0	0		N/A	N/A	N/A
Manholes Sprayed/Pesticide	1	1	0		2	35	6%

STREET SWEEPING MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Curb Miles Traveled	1,245	1,456	1,108		3,809
Total Hours Operated	260.5	345	236		842
Emergency Service Calls	0	0	0		0
Yards of Material Dumped	517	580	337.5		1434.5

GRAFFITI MAINTENANCE

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	185	145	180		510
Total CDBG area sites	137	99	145		381

DEBRIS AND WEED ABATEMENT

WORK TYPE	Jul-23	Aug-23	Sep-23	Oct-23	FY-YTD
Total # of sites abated	49	111	72		232
Total # of illegal dumping sites	41	65	57		163
Total # of homeless sites abated	3	9	14		26

September 2023 Work Request Totals

Generated Work Requests	192
Requests Completed	192

September 2023 Completed Projects

- Began painting/refreshing yellow median noses City wide
- Prepped and attended Ground breaking ceremony for Sunset Park
- Parks and Irrigation staff attended Landscape Expo in Anaheim
- Streets Staff attended the Maintenance Superintendents Association (MSA) Trade Show in Indio
- Picked up commodities in San Bernardino for Human Services

August 2023 Work Request Totals

Generated Work Requests	168
Requests Completed	168

August 2023 Completed Projects

- Installed solar powered Flashing Stop Signs at Fremont and Orchard
- Installed 1 new backflow at Transcenter south west parking lot
- Relocated and installed new PVB Backflow at Fire Station 1
- Picked up antique furniture for Reeder Ranch
- City Yard Staff worked during Hurricane Hilary by making sandbags for residents
- Picked up commodities for Human Services in San Bernardino
- 3 New City Yard Employees: Ronald Baltierra, Grace Reneer, Jonathan Pettit
- Sewer crew attended Tri-State seminar in Las Vegas for training purposes
- Prepped Alma Hofman Park for National Night Out

Other Ongoing Projects

Sewers

- Sewer Jetting
- Cleaning and televising of sewer mainlines and manholes
- Spraying sewer manholes at various locations for roaches
- Clean hot spots on a quarterly schedule
- Clean out sweeper wash rack pit bi-weekly

Trees

- Respond to citizen requests for tree maintenance services
- Removal of trees causing extreme damage to hardscape areas, utility service problems, and stress due to the drought and water cutbacks

Vehicles

- On-going maintenance of City Fleet, including Police, Fire, Human Services, Community Development, Public Works, Engineering, and Administrative Departments
- On-going maintenance of City equipment
- Diagnose problems without sending to alternate vendors
- Maintain and certify the fuel management system and fuel pumps for City Yard and the Montclair Police Department per AQMD requirements
- Completed fire pump tests and ladder annual certifications
- Evaluated fire apparatus with ladder/aerial/platform capabilities

Parks

- On-going maintenance of parks (safety checks of park equipment, mowing, edging, etc.)
- On-going maintenance and repair of City irrigation systems, including recycled water lines
- Spraying herbicides to help control weeds and nuisance areas at all parks
- Maintain all equipment weekly to help with preventative maintenance

Streets

- Pick up food commodities for the Human Services Division at the Senior Center
- Fixed potholes and picked up debris
- Adopt-A-Highway program - Transcenter
- Sweeping of all streets weekly
- Maintain and replace various regulatory signs throughout the City
- Look for bad or intermittent street lights monthly and report to SCE
- Weed abatement at various locations

Administration

- Respond to citizen and staff requests for service

FACILITIES – JULY 2023

City Hall

Replaced burnt outlet in the Council Lobby
--

Installed new aluminum window sill in the Council Lobby

Relocated the keyboard holder on Sharon's desk
--

Installed a gate spring on the IT patio

Replaced three broken outlets

Youth Center

Removed acrylic paint from walls

Senior Center

Replaced the condenser coil in the Lunch Room AC unit

Replaced the clothes washer drain line
--

Repaired the south door latch

Community Center

Replaced the evaporative cooler in the kitchen
--

Recreation Center

Replaced keycam in Fernando's office door

Repaired the gate circuit board wiring
--

Repaired the gate safety edge

Repaired and painted the bike rack

Replaced the batteries in the safe

Installed a lock on the Community Garden message board
--

Library

Replaced the keycam in the back office door

Coated the roof over the computer lab

Replaced two leaking stop valves in the public restrooms
--

Replaced the vacuum breaker on the staff restroom toilet
--

Secured the window frame in the workroom
--

Replaced ceiling tiles in the children's nook

City Yard

Repaired the gate circuit board wiring
--

Fire Station 101

Repaired the door opener arm on the center bay door

Police Department

Repaired the cable inside of the flag pole
--

Repaired the evidence refrigerator

Cleaned the outdoor patio and furniture
Adjusted the door strike on the shooting range
Repaired the Admin AC unit
Repaired the alarm issue on the gas pumps

Hoffman Park

Replaced the chemical sensors in the Splash Pad

Saratoga

Repaired and painted the wall near the men's restroom
Repaired the lighting in both restrooms
Repaired the exterior lighting on the umpire shed
Repaired the netting inside of the batting cage
Repaired the bolt latch on the snack bar west door

Transcenter

Installed cameras and a router under the platform

Miscellaneous

Replaced six chemical dispensers in various City buildings
--

FACILITIES – AUGUST 2023

City Hall

Repaired the Mayor’s AC unit
Assisted with the Planning Department conference room
Assembled office furniture for several offices
Replaced the women’s restroom fan

Senior Center

Repaired and serviced the sound walls in the lunch, east and west rooms
Repaired a window covering in the lunch room

Recreation Center

Removed cabinets from Por La Vida office
Repaired the parking lot rolling gate
Repaired a roof leak above Jordi’s office
Replaced paper towel dispenser batteries in staff restroom
Reset the automatic sliding door
Repaired the weight room AC unit

Library

Removed graffiti from the back entrance

City Yard

Created a women’s locker room
Replaced wash rack handles

Fire Station 101

Repaired the arm pin on the center bay door
Cleared the AC condensation drain line located above the kitchen area
Installed a TV in the reception area
Installed a hook and chain for ladders

Fire Station 102

Adjusted flag pole timer
Repaired the AC in the captain’s dormitory

Police Department

Dismantled the shooting range targeting system
Reset the elevator
Snaked the kitchen sink
Altered a monitor stand for IT
Installed a key holder in the server room
Repaired the wall mounted gun rack

Facilities – September 2023

City Hall

Repaired Sharon's work station
Installed the large monitor in the Community Development conference room
Reset the north entrance automatic door

Senior Center

Adjust the water flow on the water fountain
Installed glass in class case
Replaced a fire suppression system module in the kitchen duct

Community Center

Repaired the refrigerator in the kitchen
Repaired a flat tire on a dolly
Added a door stopper to the office door

Recreation Center

Replaced burned out racquetball court lighting
Installed community garden cork board
Hung a picture in a Recreation Center office
Installed wire ties in the Por La Vida office
Secured the canopy storage room door

Library

Secured a metal shelf in the men's staff restroom
Replaced lighting above workroom desk
Investigated a sewer smell, could not find any issues
Fixed the women's restroom key
Removed graffiti from above the men's urinal
Replaced a battery in a smoke alarm

Fire Station 101

Replaced the water spigot on the outside of the building
Repaired the automatic sliding door
Replaced fire station refrigerators
Replaced lighting in the restroom

Fire Station 102

Cleared the dryer exhaust vent
Replaced fire station refrigerators
Repaired the ceiling in the library

Police Department

Mounted bins in IT work room
Repaired exterior lighting
Replaced 10 broken bollard lenses
Installed metal flashing on the PD range rubber blocks

Alma Hoffman Park

Completed playground PIP replacement
Completed UV light replacement for the Splash Pad