

# CITY OF MILPITAS

1265 North Milpitas Blvd. – Milpitas, California 95035

408-586-2600

[milpitaworks@ci.milpitas.ca.gov](mailto:milpitaworks@ci.milpitas.ca.gov)

[www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov)



## PUBLIC WORKS DEPARTMENT

Monthly Report – July 2018

### Accomplishments

**Streets:** Staff worked with our contractor, JJR, to repair sidewalks at over 100 locations in the City. Staff completed the installation and programming of two opticoms for 2 new fire apparatus.

**Utilities Maintenance:** Staff assisted with the rescue of kitten from storm drain. The kitten, nicknamed "Arthur" and "Black Lightning" was admitted to the San Jose Animal Care and Services Center on Monterey Road in San Jose, where it was determined to be 28-days-old.

**Utilities Engineering:** Received \$30,000 grant award from Santa Clara Valley Water District for the installation of smartcovers on the City's sewer system.

### Significant Incidents, Events, & Information

**Fleet-** Staff completed the buildup of fire engines E-88 and E-86, and the police department patrol car PT2.

**Streets -** 4th of July set-up and tear-down 6/28 through 7/11; 4th of July traffic control (barricades, traffic signal programming)

Installed Curtner bald eagle camera for the live feed

Cleaned up Windsor Court parking lot under Calaveras and Main Street landscaping in preparation for Adobo Festival.

**Parks, Trees & Landscape -** Arborist assisted Trees & Landscape with large tree limb failures at various locations.

### Training

**All Staff:** Traffic control/work zone training final class held this month

**Fleet:** Staff completed training on "Being visible during night work" and access to gate codes in an emergency

**Public Works Department  
Monthly Report  
July 2018**

**Department Statistics**

Department Statistics	July 2018	June 2018	% Change
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**Administration**

Provides phone (408-586-2600), e-mail (MilpitasWorks@ci.milpitas.ca.gov) and MyMilpitas application customer service support, including work order creation and dispatch of field staff. Provides administrative support to all divisions within the Public Works Department.

Number of phone calls received	1298	1305	-0.54%
Number of MilpitasWorks e-mails/MyMilpitas App requests received	449	430	4.42%
Number of work orders created	768	745	3.09%
Public Works Customer service requests closed	328	348	-5.75%
Emergency call backs responded to ( <u>not</u> included in above total)			

**Facilities Maintenance**

Maintains City buildings and grounds, including building systems (plumbing, electrical, heating, air conditioning, and ventilation; and backup power). Sets up rooms for rental groups and meetings. Manages custodial and janitorial services.

Facilities maintenance service requests responded to	139	42	230.95%
Service calls for mechanical repairs	7	2	250.00%
Service calls for electrical repairs	3	2	50.00%
Service calls for plumbing repairs	8	8	0.00%
Facility Set-Ups	35	6	483.33%
Office Furniture	8	3	166.67%
Door-Lock Service Calls	9	2	350.00%
Lights replaced	6	3	100.00%
Misc.	63	13	384.62%

**Fleet Maintenance**

Maintains and repairs City vehicles and motorized equipment including police vehicles, fire apparatus, construction equipment, mowers, and communication radios.

Repair Orders Completed	56	55	1.82%
Preventative Maintenance	61	78	-21.79%
Total Work Orders	117	133	-12.03%
Average Shop Downtime	1.98	2.01	-1.49%

Units in Service	630	630	0.00%
New Units in Service (Licensed)	1	0	
New Units in Service ( Not Licensed)	0	0	
Out of Service			
Vehicle Accidents	1	4	-75.00%

**Streets/Traffic Maintenance**

Maintains the City's traffic signal system, traffic signs, street lights, paved roadways, and pavement markings in accordance with the Clean & Safe Streets program and State Code requirements. Provides sidewalk repair, right-of-way weed abatement, and graffiti removal.

<b>Miscellaneous</b>			
Special Service Requests	10	4	150.00%
Graffiti removal	1	20	-95.00%
Training/Safety meetings	2	3	-33.33%
Debris pickup	40	36	11.11%
Dump runs	1	0	
<b>Traffic signals and Lighting</b>			
Street lights maintained	0	0	
Street lights repaired	24	23	4.35%
Traffic signals maintained	4	2	100.00%
Traffic control cabinets maintained	0	3	-100.00%
Radar repairs	0	0	
Traffic signals repaired	18	10	80.00%
USA Locates electrical	257	309	-16.83%
Pedestrian flashing Beacons	0	0	
<b>Streets and Sidewalks</b>			
Pothole repair	27	0	
Asphalt saw cut ( Square Feet)	0	1061	-100.00%
Asphalt repair (Tons)	3.5	47	-92.55%
Sidewalk grinding	5	28	-82.14%
Sidewalk replace (square feet)	0	0	
<b>Signage and Pavement Markings</b>			
Custom Signs Streets	15	2	650.00%
Custom signs Fleet	12	200	-94.00%
Custom signs facilities	2	3	-33.33%
Custom signs Parks	5	2	150.00%
Sign repairs	39	34	14.71%
New Sign installations	0	0	
Red curb painting (linear feet)	40	0	
Buttons set	0	0	
Stenciled legends	0	0	
Striping (linear feet)	0	0	

## Parks, Trees and Landscape Maintenance

Maintains more than 15,400 tree sites and 125 acres of median landscaping, including City tree planting and pruning, trails, and litter control. Provides park maintenance for more than 170 acres of parkland, including playgrounds, picnic areas, athletic fields, pathways, landscaping, park restrooms, park trees, lagoons, and parking lots.

<b>Trees</b>				
trees planted	0	0		
trees removed	3	0		
pruned - In-house	29	0		
Pruned - Contract Services	0	0		
trees inspected	73	0		
tree stumps grinded	2	0		
Roots pruned	15	0		
<b>Street Landscape and Right of Ways</b>				
Weed abatement (# of locations)	0	3		-100.00%
Street Landscape Maintenance per month (# of locations)	5	10		-50.00%
Street landscape Irrigation Repairs	32	20		60.00%
Trails Maintained	0	0		
<b>Parks</b>				
Parks Maintained per month In House	35	21		66.67%
Parks Maintained per month Contract Services	0	0		
Park Irrigation Repairs	9	20		-55.00%
Park Vandalism Incidents	1	0		
Park Lighting Repairs	0	0		
<b>Miscellaneous</b>				
Special Service Requests	7	5		40.00%
Graffiti removal	0	0		
Traning/Safety meetings	6	3		100.00%
Debris pickup	2	2		0.00%
Dump runs	15	9		66.67%

## Utility Maintenance

Operates and maintains the water distribution system, including 206 miles of water lines, 4 pumping stations, 5 storage reservoirs, and numerous pressure valves regulating 7 pressure zones, to deliver 1.1 million gallons per day of potable water to 19,000 accounts. Operates and maintains the sewer collection system, including 175 miles of sewer lines and 2 pumping stations to discharge 8 million gallons per day to the San Jose/Santa Clara Regional Wastewater Facility. Operates and maintains the stormwater collection system, including 105 miles of storm pipe and 13 pump stations to transmit storm water through the levees to creeks. Marks out locations of City's underground utilities (water, sewer, storm, and traffic communication fiber) to protect against construction damage to these underground assets.

Pump station repairs (water)	1	2		-50.00%
Pump station repairs (storm)	2	5		-60.00%
Pump station repairs (sewer)	5	5		0.00%

Potable water samples collected and analyzed	197	163	20.86%
Storm water samples collected and analyzed			#VALUE!
Water meters set			#VALUE!
Water meters replaced		10	#VALUE!
Water meters repaired		8	#VALUE!
Water line repairs	11	7	57.14%
Fire hydrants serviced	11	42	-73.81%
Fire hydrants repaired	2		#VALUE!
Fire hydrants replaced			#VALUE!
Backflow devices tested		1	#VALUE!
Backflow devices repaired		1	#VALUE!
Sewer line cleaned (ft.)	47,020	30,010	56.68%
Storm drain catch basins cleaned	1		#VALUE!
Storm drain catch basins inspected	1		#VALUE!
Storm line cleaned (ft.)			#VALUE!
Underground utility locates	37	80	-53.75%
Storm manhole repaired			

### Utility Engineering

Provides engineering support to Utility Operations and Maintenance staff and assists with plan review to ensure protection existing utility infrastructure. Manages the City's FOG, Water Conservation, and Backflow Prevention programs. Ensure safety and operability of water, sewer, and storm water systems in compliance with regional, State, and Federal rules. Manages the City's asset management program for water, sewer, storm, and recycled water which includes detailed asset inventories, evaluating the condition of assets, and long-range planning.

Water Conservation (from 2013 baseline)		29%	
Development Plan Reviews Completed	13	10	30.00%
Recycled water plans reviewed			
Recycled water plans sent to State/SBWR	8	4	100.00%
Authorization letters received from South Bay Water Recycling		1	-100.00%
Recycled Water permits received from South Bay Water Recycling	6	3	100.00%
Recycled water plans approved by the State	3	2	50.00%
Sanitary sewer discharge permits reviewed and approved	3		

## MilpitasWorks...working for you!



*Public Works Administration and IS/GIS offices undergo space reorganization with the introduction of new cubicles.*



*Public Works Utilities Maintenance workers open a storm grate in an effort to rescue a kitten.*



*28-days-old feral kitten stuck in storm drain is successfully rescued with the assistance of residents at Mobilodge, San Jose Animal Care and Services and Public Works employees..*

## THANK YOU'S AND ACKNOWLEDGEMENTS

*Hello,*

*I would like to provide some feedback on the city maintenance personnel who helped me last week. Our house was experiencing a blockage in the lower side of the sewer lateral. Caesar (hopefully I spelt his name correctly) attended late on 7/19 and fixed the immediate problem, then returned the following morning with a coworker (Ed) to finish up.*

*Caesar was extremely helpful as well as being very friendly and professional. I felt he went above and beyond what was expected, and he reflects very well on your department, so I just wanted to make his management aware of this and express my appreciation.*

*- Clive H.*

## **CONTACT US**

**Business Hours: Monday-Friday: 7am – 5pm**

**Call or Text us at (408) 586-2600**

**E-mail us [MilpitasWorks@ci.milpitas.ca.gov](mailto:MilpitasWorks@ci.milpitas.ca.gov)**

***(Please DO NOT e-mail urgent/emergency issues)***

**Urgent Issues Outside of Business Hours**

**(Monday-Friday 5pm - 7am, Weekends, & Holidays)**

**Non-Emergency Police Dispatch: (408) 586-2400**

## **OTHER RESOURCES**

**For questions about utility (water, sewer, trash, or recycling) billing or setting up accounts, please contact the Finance Department at (408) 586-3100**

**For issues along 680, 880, 237, or the freeway on/off ramps, please contact Caltrans District 4 office at (510) 286-4444.**

**For issues on Montague Expressway, please contact Santa Clara County Roads and Airports at (408) 494-2750.**

**For dead animal pickup, please contact San Jose Animal Care and Services at (408) 794-7297.**

**For questions regarding Calaveras Road closure near the Calaveras Reservoir, please contact San Francisco Public Utilities Commission (SFPUC) at 866-973-1476**