

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 12/10/07		Item Number: <u>A-4</u>	
AGENDA ITEM: Discussion Regarding City's Graffiti Abatement Program and Status of Transitioning to an In-House Graffiti Crew from Contract Services.			
Contact Person/Dept: Eric Mirzaian-Public Works		Phone Number: (310) 253-6410	
Fiscal Impact: Yes ☐ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master Notification List on 12/5/07.			
Department Approval: Charles D. Herbertson 11/29/07		City Attorney Approval: Carol Schwab (by H. Iker) (12/05/07)	
Fiscal Impact Review: Marlee Chang (12/04/07)		City Manager Approval: Jerry B. Fulwood (12/05/07)	
<u>RECOMMENDATION:</u> Staff recommends the City Council discuss the City's Graffiti Abatement Program and allow Staff to provide an update on providing abatement through an in-house crew. <u>BACKGROUND:</u> At its June 18, 2007 meeting, the City Council authorized the Public Works Department to enhance its Graffiti Abatement Program by having graffiti removal work performed entirely by City Staff and provide seven day per week abatement. Currently, graffiti abatement service is provided by an outside contractor, Graffiti Control Systems (GCS), whose contract with the City expired on June 30, 2007. GCS had been providing service since 1993 and continues to provide service on a month-to-month basis until the Public Works Department fully establishes its in-house crew. Last year, GCS responded to approximately 7,000 graffiti incidents, which equates to approximately 27 per work day. Additionally, Public Works crews remove graffiti from street light poles, utility boxes, trees, sidewalks and curbs, and traffic signs on an on-going basis. On a typical day, the City receives twelve to fifteen graffiti complaints on the graffiti hotline (310-253-6449). Complaints of and requests for graffiti removal are received from various sources including the graffiti hotline, direct phone referrals to the Public Works Department and most recently, Culver City Connect (the City's new online customer contact system). <u>DISCUSSION:</u>			

City of Culver City, California
City Council Agenda Item Report

As part of its efforts to enhance the graffiti abatement program, the Public Works Department is in the process of establishing an in-house crew that will, when fully staffed, consist of a Facilities Maintenance Crew Leader plus three (3) crew members. The schedule of the in-house crew will be staggered so that seven day per week coverage can be achieved.

The Public Works Department has worked with the Human Resources Department to develop the job class specifications of the Facilities Maintenance Crew Leader (Graffiti). This revised job class specifications for the Facilities Maintenance Crew Leader (Graffiti) will be brought to the Civil Service Commission meeting for their review on December 5, 2007. If approved by the Civil Service Commission, the job specification will be brought to the City Council for final approval at this meeting (December 10, 2007).

Because of the important nature of this new in-house program, the Public Works Director has authorized filling the Facilities Maintenance Worker positions while the Crew Leader specification is being created. One Facilities Maintenance Worker was hired effective November 19, 2006 and has been performing graffiti removal in conjunction with the work provided by GCS. The two remaining crew member positions will be filled from a new Facilities Maintenance Worker list (the old list having been exhausted).

With the assistance of the Transportation Department, a new truck has been purchased and Staff is currently waiting for delivery. Once delivered, the truck will be outfitted with graffiti abatement equipment. We anticipate that this truck will be fully outfitted and ready for operation by February 2008.

FISCAL ANALYSIS:

Last fiscal year, the graffiti abatement program's operating budget was \$192,112, which was utilized to fund the services provided by GCS. The following is a cost breakdown for the in-house graffiti abatement crew:

Annual Costs:

Salary upgrade (with benefits) to Sr. Maintenance Painter*:	\$5,551
Salary (with benefits) for 3 Maintenance Worker I (at B step):	\$194,646
Equipment/materials (paints, brushes, misc. equipment):	\$10,000
Annual vehicle maintenance and fuel costs:	\$2,000
Annual vehicle amortization costs:	<u>\$3,365</u>
TOTAL	<u>\$215,562</u>

City of Culver City, California
City Council Agenda Item Report

* This position will be changed to Facilities Maintenance Crew Leader per City Council approval. There is no change in funding for this position.

Start Up Costs:

Vehicle (double cab pick-up truck w/ hydraulic lift gate):	\$30,000
Facility equipment (color match analyzer, paint mixing machine):	<u>\$30,000</u>
<i>TOTAL</i>	<i><u>\$60,000</u></i>

The funding is sufficient in the fiscal year 2007-08 for the proposed in-house program.

ATTACHMENTS:

None.

MOTION:

That the City Council:

Receive and file this report and provide staff any direction that it deems appropriate.