



City of Woodland

**REPORT TO MAYOR AND CITY COUNCIL**

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: February 17, 2009

SUBJECT: Public Works Monthly Status Report

**Report in Brief**

The Public Work's Department Monthly Status Report includes a summary of the monthly activity of all divisions within the Department. This report includes extensive information from all divisions of the department including key projects and/or activities throughout the month.

The operations detail contained in this report is for the month of December 2008 and all project related information is current as of January 29, 2009.

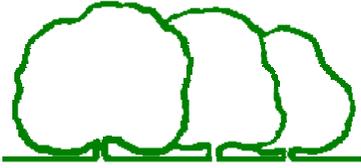
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Administrative Secretary

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Public Works Director

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Mark G. Deven  
City Manager

Attachment



Public Works Department  
 Monthly Status Report  
 Summary – December 2008

For the Month of December 2008		
Division	Service Requests	Work Orders
Administration	339	
Electrical	44	128
Facilities	46	67
Fleet		156
Sewer	12	55
Signs & Markings	2	256
Storm Drain	5	21
Streets	15	28
Trees	74	27
Water	268	199
<b>Grand Total</b>	<b>805</b>	<b>937</b>

**Service Request** – Every time a request for Public Works services is made by phone call, written request, emailed request, or an actual one-on-one request to a PW employee, a ‘**Service Request**’ is generated. This builds a computerized record of all requests made.

**Work Order** – A ‘**work order**’ is created each time a work crew or individual is assigned a task as a result of either service requests, pre-planned maintenance projects, or by other situations as they arise. This produces a database of work accomplished and the time and materials it took to do the work.

Total for Calendar Year 2008
Work Orders Complete through 12/31/08
<b>12,933</b>

With **805 Service Requests received**, Public Works crews handled **937 Work Orders** for the month of December. They included:

**Operations & Maintenance**

*Administration:*

- The administration team received 805 Service Requests; 339 of which were handled through the front desk, and the other 466 requests were distributed to the appropriate division. (see chart above)

*Electrical:*

- 32 Street Light Repairs
- 30 Traffic Signal Malfunction Repairs
- 8 City Building Electrical Service Repairs
- 9 Park Lighting Repairs
- 16 Miscellaneous Repairs at the Water Pollution Control Facility
- 10 Miscellaneous Repairs at Well Sites
- 15 USA (Underground Service Alert) Markings
- 4 Miscellaneous Work Orders at MSC

*Facilities:*

- 9 Repairs to City Hall
- 5 Repairs to Community Development
- 4 Repairs to Fire Stations 1, 2, 3
- 12 Repairs to the Library

- 19 Repairs to the Municipal Service Center
- 12 Repairs to the Police Department
- 6 Repairs to the Water Pollution Control Facility

*Fleet:*

- 156 Repairs to 107 different units (vehicles, apparatus & equipment)

*Sewer:*

- 7 Sewer Cleanout Services (inspection, preventative maintenance & replacement)
- 31 Gravity Main Services (inspection, preventative maintenance & repair)
- 11 Sewer Lateral Services (inspection, preventative maintenance & blockage removal)
- 6 Manhole Services (flushing & repair)

*Signs & Marking:*

- 46 Guide Sign Services (knockdowns, maintenance, surveying & vandalism)
- 7 Object Marker Services (routine maintenance & surveying)
- 200 Regulatory Sign Services (vandalism, knockdowns, routine maintenance & surveying)
- 1 Warning Sign Services (vandalism, routine maintenance & surveying)
- 2 Street Marking Services (surveying & maintenance)

*Storm Drain:*

- 7 Catch Basin Services (inspections, rain duty)
- 2 Gravity Main Services (inspection, maintenance)
- 10 Lift Station Services (maintenance, inspection)
- 1 Lateral Line Service (repair)
- 1 Manhole Lid Replacement

*Streets:*

- 2 Parking Lot Services (trash & debris clean-up, weed abatement)
- 4 Road Edge Services (repairs, weed abatement)
  - ◆ 46 square feet of curb & gutter spot repairs
  - ◆ 12 linear feet of repairs
- 9 Sidewalk Path Services (downtown maintenance, repairs, grinding, graffiti removal)
  - ◆ 52 square feet of sidewalk grinding
  - ◆ 6 linear feet of grinding
- 12 Road Services
  - ◆ 11.2 miles of bike lane sweeping
  - ◆ 51,729 linear feet of crack sealing
  - ◆ 229 pot holes patched
  - ◆ Traffic Control
  - ◆ Miscellaneous trash & debris clean-up
- 1 Sound wall Repair

*Trees:*

- 1 Hazardous Situation Response
- 9 Tree Plantings

- 13 Trees Removed
- 1 Tree Abatement
- 2 Tree Care Services
- 1 Stump Grinding

*Water:*

- 5 Backflow Device Investigations
- 11 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 10 Hydrant Services (maintenance, paint & repair)
- 2 Lateral Line Services (locate, repair, USA marking)
- 50 Lateral Valve Services (install service box, leak detection investigation, locate, repair, water turn off/on)
  - ◆ 380 door hangers distributed
- 46 Meter Services (investigation, maintenance, meter reads, repair, replacement, meter box replacement, meter testing)
- 16 Pressurized Main Services (repair)
- 59 Production well Services (inspection, disinfection, maintenance, monitoring, sampling)

**Environmental Services**

General outreach:

- Sponsored 12 performances of EarthCapades Environmental Vaudeville at 8 elementary schools for a total of 2,794 students

Refuse and Recycling:

- Represented City at California Integrated Waste Management Board's biennial review of City progress toward 50% waste diversion requirement; obtained "good faith effort" designation
- Monitored C&D debris recycling for 85 active projects, processed 13 new projects and closed out 5
- Hired new recycling coordinator
- Used California Department of Conservation grant to obtain custom-designed containers for recyclable waste for community sports park complex

Green waste:

- Issued 44 green waste violation notices and conducted focused inquiry/outreach on 3 issues
- December green waste statistics show 32% (477 tons) collected in carts and 68% (991 tons) in street piles; total collected is the most for any month, and is 278 tons more than in November, the second highest month
- Processed 5 mulcher mower and compost bin rebates
- Coordinated 9 major pre-storm green waste pickups to maintain storm flows

Water conservation:

- Processed 12 high-efficiency washer rebates
- Conducted outreach in response to 2 public water-waste reports

Storm water:

- Coordinated inspections of 26 construction sites

Energy conservation:

- Completed inventory of greenhouse gas emissions from City operations with California Climate Action Registry, and obtained independent verification by outside verifier

**Water Pollution Control Facility**

Laboratory

- Collected samples and performed 465 process control and National Pollutant Discharge Elimination System (NPDES) permit compliance tests for the wastewater treatment plant.
- Collected monthly influent, effluent and receiving water monitoring samples; submitted to contract laboratories.
- Collected samples and performed 20 tests on groundwater monitoring wells.
- Collected samples and performed 45 tests on treatment plant storage ponds
- Prepared monthly Discharge Monitoring Report; submitted to the Regional Water Quality Control Board (RWQCB).
- Started annual update and review of lab QA manual and SOPs.
- Collected samples and performed 150 regulatory compliance tests for potable water.
- Collected weekly production well # 17 Nitrate monitoring samples; submitted to contract laboratory.

Pretreatment

- Performed 30 Food Service Business inspections
- Performed 2 Automotive Related Business inspections.
- Processed 2 Business of Concern permit applications.
- Responded to 2 call outs
- Public education outreach to Winerschnitzel, Nugget Market and Mis Amigos Meat Market.
- Assisted CDD/Building Dept. with Storm Water related issues.
- Started work on Pretreatment Annual Report.

**Utility Engineering**

**Utility Engineering Legend:**

**Bolded text** indicates new information

The initials enclosed in ( )'s denotes the lead PW staff on the project.

(DB) Doug Baxter, Senior Civil Engineer

(DD) Dick Donnelly, Deputy Director, PW

(MC) Mark Cocke, Senior Civil Engineer

(AO) Akin Okupe, Senior Civil Engineer

(CO) Clara Olmedo, Associate Civil Engineer

(MH) Mark Hierholzer, WPCF Superintendent

**Project:** Yolo Bypass/City Storm Flows (MC)

**Status:** Congress passed the Water Resources Development Act in 2008 to restore our outfall channel capacity of 1,345 cubic feet per second (cfs). This will need to be changed to reflect current requirements for 1,575 cfs.

On 12/2/08 a presentation was made to Council in relation to the City development fee cost.

**What's Next:** Complete modeling studies and submit to FEMA.

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**Project:** Wastewater Treatment Plant/NPDES Permit (5 Year Renewal) (DB/MH)

**Status:** **The tentative NPDES permit has been issued by the RWQCB and submitted for public comment. RWQCB would like the NPDES permit adopted at the February 5<sup>th</sup> hearing.**

**What's Next:** **California Sports and Fisherman Environmental Group (CSFEG) has commented on the following constituents: Oil and Grease, and Settleable Solids. CSFEG will be able to give a 3 min testimony on their items of concern and then the SWQCB will make a ruling to adopt/not adopt the NPDES PERMIT.**

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**Project:** Flood Protection (MC)

**Status:** Flood Advisory Committee will be updated on findings and District will initiate appropriate public outreach on findings/next steps. Staff is working with FloodSafe Yolo on a public outreach plan. Produced draft flood maps for present FEMA flows and for proposed 1% event. On 12/2/08 a presentation was made to Council.

**What's Next:** Levee protection zone meeting identified a need to check the status of the Cache Creek Settling Basin (CCSB) levees and the Yolo Bypass levee directly south of the CCSB which have not been officially decertified at this time by FEMA. **These levees are expected to be decertified by FEMA and the City will Work with Flood Safe Yolo to address this problem.**

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**Project:** Storm Drainage Enterprise Operation (MC)

**Status:** Storm Drain system inspections/project requirement definition in progress. Storz Pond has been replanted.

**What's Next:** Vegetation maintenance will continue through winter and into spring.

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**Project:** Surface Water Program (DB)

**Status:** Council reaffirmed support at workshop October 23<sup>rd</sup>. Received California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) certification in 2007. Rate impacts are being developed for the project; the study will provide information to identify split between development and existing users. Several meetings have occurred to resolve two remaining challenges to our water right application. The RWQCB has indicated in the upcoming sewer discharge permit that the limits for EC, boron and selenium will require improved water quality that will require us to use Sacramento River water.

**What's Next:** We are in the process of addressing concerns expressed by State Department of Fish and Game as it relates to reduced flows in the Sacramento River as resulting from our water right permit application. This is being done in coordination with State Water Resources Control Board who issues the water right permit.

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**Project:** Meter implementation plan (DB/AO/DD)  
**Status:** On January 20, 2009, the City received highly competitive and favorable bids reflecting Teichert Construction Company as the apparent low bidder. However, Teichert's bid submission includes an irregularity which must also be formally addressed. Upon review, staff recommended City Council approve the Meter Implementation Plan, waive the bid irregularity as minor and accept Teichert's bid as responsive; authorize award of the Water Meter Implementation Phase 1 construction contract to Teichert Construction Company in the amount of \$1,324,319; and authorize a contract contingency in the amount of \$600,000 for potential change orders.

**What's Next:** Council awarded the installation contract at 1/27/09 Council meeting.

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**Project:** Replace Elevated Storage Tank (DB)  
**Status:** Presentations have been made to City Council, Parks and Planning Commissions and at a neighborhood public meeting. Staff received the final bid documents. Consultant to resubmit final bid docs with corrections on edits notes

**What's Next:** Final check on updated final bid documents. **Bidding will occur by early spring.**

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**Project:** Well 25 (DB/AO)  
**Status:** Preliminary site layout design has been completed. Monitoring wells has been drilled to evaluate water quality at six different depths due to concerns over nitrate concentrations. Groundwater sampling is done, staff awaiting sampling results.

**What's Next:** More sampling is being done. **Due to water quality concerns it is likely that the pumping capacity that was expected from this well will now be achieved when the ground level water tank and its accompanying booster pumps are built in 2010 – 2011 time period. Predesign work is underway for this action.**

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**Project:** Supervisory Control and Data Acquisition (SCADA) (DB/AO)  
**Status:** SCADA for water facilities is being designed. Draft of pre-design report has been received and is being reviewed. Staff had a meeting with the staff of the City of Windsor, to discuss the clearance of the Federal

**What's Next:** Communications Commission License. Staff agreed to mitigate future City SCADA interference on the City of Windsor SCADA system. Complete design work; goal is to be operational by end of 2009. Staff to present a letter to the City of Windsor stating we will avoid and/or mitigate against future interference.

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**Project:** Replace Well 22 and Well 15 (DB/CO)  
**Status:** Numerous attempts have been made to solve the serious but intermittent problem of the well pumping sand which gets into the distribution system and household plumbing. New well sites have been selected by PW and are being coordinated with Parks. Site is 100 feet north-north-west of existing well 22 and similar distance north of Well 15. Staff received a technical memo on each well's evaluation. Staff also received a work proposal from Brown and Caldwell.  
**What's Next:** Design is underway for the re-drilling of these wells. **Work for the well drilling should begin by April 2009 and both wells are scheduled to be operational by summer 2009.**

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**Project:** Backup Power for Wells (DB/CO)  
**Status:** Additional backup generating power will be added to at least 3 wells. Some wells with direct drive (not automatic) may also receive generators. Staff received proposals and awarded contract to the lowest responsible bidder. **Two of the generators have been received by the City.**  
**What's Next:** Staff to award engineering contract for the modification of Well 4 site to accommodate a permanent generator. **DMV and Air Quality Control District clearance is being obtained.**

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**Project:** Groundwater Monitoring Wells (DB/AO)  
**Status:** The location of the monitoring wells is being determined through the Groundwater Management Plan (GWMP). One well has been installed and water sampling is occurring.  
**What's Next:** Site selection under way.

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**Project:** Groundwater Management Plan (DB/AO)  
**Status:** The Groundwater Management Plan is being coordinated with similar work being done by the Yolo County Flood Control and Water Conservation District. Evaluation and writing of the GWMP is underway. Staff received cost update from West Yost.  
**What's Next:** Staff to coordinate project with Yolo County. Staff needs to identify funding source for the Integrated Regional Ground Water Management Plan. **Work on the preparation of the report is underway.**

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**Project:** Water Focus Study (DB)

**Status:** Hydraulic modeling is occurring. Draft of study should be available by summer 2009. About 80% complete

**What's Next:** Consultant to develop Capital Improvement Program (CIP) list to be incorporated in the water rate study. Modeling is being done to determine the size and location of water transmission lines and tanks for the Surface Water Supply Project.

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