

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: April 21, 2009

SUBJECT: Public Works Monthly Status Report

Report in Brief

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

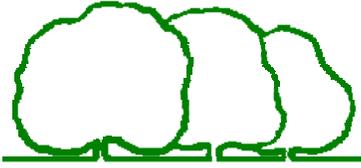
The operations detail contained in this report is for the month of February 2009 and all project related information is current as of March 16, 2009.

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Administrative Secretary

Reviewed by: Gregor G. Meyer
Public Works Director

Mark G. Deven
City Manager

Attachment



Public Works Department
 Monthly Status Report
 Summary – February 2009



For the Month of February 2009		
Division	Service Requests	Work Orders
Administration	366	
Electrical	25	74
Facilities	41	51
Fleet		151
Sewer	11	119
Signs & Markings	3	141
Storm Drain	6	24
Streets	28	39
Trees	21	26
Water	280	179
Grand Total	781	804

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 2009
Work Orders Complete through 2/28/09
1568

With **781 Service Requests received**, Public Works crews handled **804 Work Orders** for the month of February. They included:

Operations & Maintenance

Administration:

- The administration team received 781 Service Requests; 366 of which were handled through the front desk, and the other 415 requests were distributed to the appropriate division. (see chart above)
 - ♦ 20 Backflow Notifications were mailed to responsible parties regarding testing requirements

Electrical:

- 44 Street Light Work Orders
 - ♦ 2 Graffiti Removal Services
 - ♦ 23 Street Light Services
 - ♦ 6 Miscellaneous Service Requests
 - ♦ 1 Street Lights Knockdown Repairs
 - ♦ 4 Street Lights Installed
 - ♦ 5 Vandalism Repairs
 - ♦ 3 Damaged Fixtures Repaired
 - ♦ 1 Light Pole Inspection
- 11 Traffic Signal Repairs
 - ♦ 1 Damaged/Exposed Wiring Repair

- ◆ 3 Signal Head Repairs
 - ◆ 2 Pull Box Repairs/Replacements
 - ◆ 5 Miscellaneous Repairs
- 6 Facility Electrical Service Requests
- 13 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)

Facilities:

- 8 Repairs to City Hall
- 4 Repairs to Community Development
- 6 Repairs to Fire Stations 1, 2, 3
- 6 Repairs to the Library
- 13 Repairs to the Municipal Service Center
- 12 Repairs to the Police Department
- 2 Repairs to the Water Pollution Control Facility

Fleet:

- 151 Repairs to 99 different units (vehicles, apparatus & equipment)

Sewer:

- 21 Sewer Cleanout Services
 - ◆ 6 Inspections
 - ◆ 15 Preventive Maintenance Services
- 79 Gravity Main Services
 - ◆ 60 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
 - 17,280 Linear Feet Inspected
 - ◆ 11 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
 - 22,993 Linear Feet Cleaned
 - ◆ 1 Repair
 - ◆ 4 Routine Inspections
 - ◆ 2 Routine Maintenance Services
 - ◆ 1 Blockage Removal Service Request
- 14 Sewer Lateral Services
 - ◆ 5 Inspections
 - ◆ 2 Preventive Maintenance CCTV (Camera Inspections)
 - ◆ 3 Lateral Replacements
 - ◆ 3 Sanitary Sewer Overflow Events – City Property
 - ◆ 1 Sanitary Sewer Overflow Event – Private Property
- 4 Manhole Services (flushing & repair)

Signs & Marking:

- 43 Guide Sign Services
 - ◆ 6 Sign Installations
 - ◆ 2 Street Name Signs made
 - ◆ 32 Routine Maintenance Services
 - ◆ Routine Surveying
- 23 Object Marker Services
 - ◆ 23 Routine Maintenance Services

- 53 Regulatory Sign Services
 - ◆ 3 Knockdown Repair
 - ◆ 48 Routine Maintenance Services
 - ◆ Routine Surveying
- 3 Street Marking Services
 - ◆ Marking Removal
- 11 Warning Sign Services
 - ◆ 9 Routine Maintenance Services
 - ◆ Routine Surveying
- 3 Community Billboard Service Requests (520 Court Street)

Storm Drain:

- 9 Catch Basin Services
 - ◆ 2 Inlet Drain Cleaning
 - ◆ 1 Hazardous Material Spill Response
 - ◆ 1 Inspection
 - ◆ 5 Rain Duty Service Calls
- 5 Gravity Main Services
 - ◆ 2 Inspections
 - ◆ 5 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
 - 2,804.4 Linear Feet Captured
- 6 Lift Station Services
 - ◆ 1 Grate Debris Cleanup
 - ◆ 2 Inspections
 - ◆ Alarm Response
 - ◆ Routine Maintenance
 - ◆ Monthly Generator Test

Streets:

- 3 Parking Lot Services
 - ◆ Base Repair
 - ◆ Trash & Debris Clean-Up
- 3 Road Edge Services
 - ◆ Curb & gutter spot repairs
 - ◆ Fence Maintenance
 - 940 Linear Feet
- 13 Sidewalk Path Services
 - ◆ 18 Square Feet of Spot Repairs
 - ◆ 31 Linear Feet of Sidewalk Grinding
 - ◆ 2 Sidewalk Repairs
 - ◆ Trash & Debris Clean-Up
 - ◆ Downtown Maintenance
- 20 Road Services
 - ◆ 10 Miles of Bike Lane Sweeping
 - ◆ 1 Sink Hole Repaired
 - ◆ 3 Accident Clean-Up Service Requests
 - ◆ 13,992 Linear Feet of Crack Sealing
 - ◆ 385 Pot Holes Patched
 - ◆ Traffic Control

- ◆ Routine Survey
- ◆ Miscellaneous Trash & Debris Clean-Up & Graffiti Removal

Trees:

- 7 Hazardous Situation Response
- 1 Merit Injection
- 3 Tree Plantings
- 7 Trees Removed
- 4 Tree Care Services
- 2 Stump Grinding

Water:

- Produced 219,354,188 gallons of drinking water
- 1 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- Enclosed Storage Services (Water Tower)
 - ◆ Maintenance
 - ◆ Pressurized Readings
- 10 Hydrant Services
 - ◆ 6 Maintenance Services
 - ◆ 3 Repairs
 - ◆ 1 Replacement
- 2 Lateral Line Services
 - ◆ 1 Repair
 - ◆ 1 Replacement
- 44 Lateral Valve Services
 - ◆ 384 Door Hangers Distributed
 - 349 Residential Services
 - 35 Commercial Services
 - ◆ 2 Valves Abandoned
 - ◆ 1 New Tap Installed
 - ◆ 1 New Service Valve Box Installed
 - ◆ 19 Leak Detection Services
 - ◆ 2 Locate Services
 - ◆ 124 Shut Offs – Delinquent Water Bills (2 Cycles in January)
 - ◆ 1 Valve Repair
 - ◆ 7 Valves Replaced
 - ◆ 21 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 44 Meter Services
 - ◆ 22 Meter Investigations
 - ◆ 12 Maintenance Services
 - ◆ 1 Meter Repair
 - ◆ 3 Meter Box Replacements
 - ◆ 4 Residential Meter Work Orders
 - Touch-Read cleaning & reset
 - Residential Meter Reads
 - ◆ Meter Reads – Commercial Utility Accounts
- 7 Pressurized Main Services Repaired
- 48 Production Well Services
 - ◆ 17 Inspections
 - ◆ 21 Maintenance Services

- ◆ 7 Well Monitoring Services
- ◆ Sampling
- ◆ Security
- Structure Clean-Out

Environmental Services

General outreach:

- Conducted planning with Historic Woodland Downtown Business Association, Library Teen Advisory Group, and Yolo County Master Gardeners for April “green” events.
- Produced public outreach item on appropriate disposal of pet waste in relation to green waste practices and water quality issues.

Solid waste/recycling:

- Monitored C&D debris recycling for 103 active projects, processed 16 new projects and closed out 23. Largest closing project, Burlington Coat Factory (Sierra Contractors), diverted 89 tons of debris, or 78% of construction/demolition waste.
- Produced e-newsletter update on recycling program progress, County sharps disposal program, pharmaceutical waste, and other current waste issues.
- Coordinated with Parks staff to begin expanding recycling program to city parks.

Green waste:

- Provided newspaper, newsletter and website reminders of monthly pickup schedule.
- Issued 357 green waste violation notices. Shifted to greater focus on follow-up monitoring and repeat notification of worst violators; second notice almost always resulted in immediate correction of violation. February green waste statistics show 56% (290 tons) collected in carts and 44% (226 tons) in street piles.

Water conservation:

- Began toilet rebates on Feb. 18. Prepared FAQ sheet and distributed with applications to plumbing and hardware stores, in addition to web page posting; produced press releases; responded to numerous public inquiries; and processed 14 rebates.
- Processed 4 high-efficiency washer rebates.
- Obtained low-flow showerheads, water conservation pamphlets, and magnets with water conservation theme and City logo for public outreach efforts.
- Conservation Coordinator completed irrigation audit training course.
- Investigated and conducted outreach on several persistent residential over-watering issues.
- Providing ongoing input into Spring Lake irrigation issues.

Storm water:

- Coordinated storm water compliance inspections of 26 construction sites and follow-up activities with Spring Lake developers to prevent trespassers from driving through vacant lots and tracking mud onto streets.

Energy:

- Added web page on relationship of water use to energy consumption.

- Concluded activities needed for California Climate Action Registry acceptance of City's baseline emissions report and recognition of Woodland as a Climate Action Leader.
- Supported City Council Energy Committee by creating draft matrix for evaluating and comparing potential Climate Action Plan components.
- Met with vendors to discuss options for installing solar energy system at WPCF.

Water Pollution Control Facility

Laboratory

- Collected samples and preformed 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 preformed 20 tests on groundwater monitoring wells.
- Collected samples and preformed 45 tests on treatment plant storage ponds
- Prepared monthly Discharge Monitoring Report; submitted to the Regional Water Quality Control Board (RWQCB).
- In accordance with our new NPDES permit we started work (with RBI Consultants) on the Initial Toxicity Reduction Evaluation Work Plan
- Submitted application packet for laboratory certificate renewal to CA DHS (California Department of Health Services) Environmental Laboratory Accreditation Program
- Continued work on review and update of laboratory SOPs. (Standard Operating Procedures)
- Continued review and update of Laboratory Chemical Hygiene Plan
- 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 17 Food Service Business inspections
- Performed 1 Automotive Related Business inspections.
- Delivered 6 permit applications.
- Processed & delivered 32 Pretreatment permits.
- Performed 24 SWPPP (Storm Water Pollution Prevention Program) inspections
- Performed 20 Business License reviews/inspections
- Responded to 1 call out
- Public education outreach to WJUSD, The Greenery Apartments, Elegant Surfaces, Veolia Transportation and Woodland Healthcare
- Assisted CDD/Building Dept. with SWPPP related review of 2 building plans
- Completed 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, Principal 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. **Wood Rodgers is presently preparing a Letter of Map Revision (LOMR) for the City and County lands south of Cache Creek. This LOMR will be submitted to FEMA for their review and also to the FEMA Group responsible for the Digital Flood Insurance Rate Map (DFIRM). Comments on the DFIRM are due in May 2009, and will agree with the new LOMR when the DFIRM is issued in or around March of 2010. This work should remove about 3,400 parcels in Woodland from the 1% floodplain and reduce flood insurance costs for others.**

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

Status: In February 2009 the final NPDES permit was issued by the RWQCB. The new permit requires the City of Woodland to move to an improved source water supply. It also requires significantly more testing and studies that will substantially increase operating costs.

The California Sportfishing Protection Alliance (CSPA) has petitioned the adopted NPDES to the State Water Board and requested the State Water Board to hold the NPDES in abeyance for an unspecified period of time. The immediate impact on the permit is unclear at this time. But CSPA wants limits imposed on: Oil and Grease, and Settleable Solids. CSPA has also requested a complete rewrite of the NPDES permit. The State Water Board will hold a hearing to make a decision at some point in the future.

What's Next: The surface water project will continue to be pursued. Fiscal impacts of the permit will continue to be evaluated.

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 and has selected LucyCO Communications for implementation of the public outreach plan.

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. **These levees have been decertified by FEMA and the City will be working with Flood Safe Yolo to address this problem. FEMA had a public meeting on the DFIRM on 2/25/09 for asking for public review and comment. FloodSafe Yolo will be submitting the digital maps that the City of Woodland has developed with documentation for a LOMR of the City and County lands south of Cache Creek.**

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.

Project: Surface Water Program (DB)
Status: Council reaffirmed support at workshop October 23rd. 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. In February 2009 the final NPDES permit was issued by the RWQCB and submitted for public comment. With established limits for EC (boron & selenium) the RWQCB has required 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 a result of our water right permit application. This is being done in coordination with State Water Resources Control Board who issues the water right permit.

Project: Meter implementation (DB/AO)
Status: On January 20, 2009, the City received highly competitive and favorable bids reflecting Teichert Construction Company as the apparent low bidder. City Council 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: **Work has begun and work should be completed by October 2009. Residential meter rates need to be enacted this year so billings can start 1/1/2010.**

Project: Replace Elevated Storage Tank (DB/AO)
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. Bid **opening is scheduled for 3/31/09.**

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 the 2011 time period. Predesign work is underway for this action.

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 Communications Commission License. Staff agreed to mitigate future City SCADA interference on the City of Windsor SCADA system.
What's Next: Staff is acquiring a letter from the City of Windsor stating we will avoid and/or mitigate against future interference. Complete design work; goal is to be operational by April 2010.

Project: Replace Well 22 and Well 15 (CO/AO/DB)
Status: Numerous attempts have been made to solve the serious but intermittent problem of the wells 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. The new site for well 22 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. Well drilling bid **opening is scheduled for 3/20/09.**
What's Next: Design is underway for the above ground work for these wells. The above ground bid work should be out for bid by end of March. Work for the well drilling should begin by April 2009 and both wells are scheduled to be operational by summer 2009.

Project: Backup Power for Wells (CO/AO/DB)
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. Two of the three generators have arrived and the 3rd generator will be here by summer 2009.

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 **for future sampling well locations.**

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.

Project: Water Focus Study (DB)
Status: Hydraulic modeling is occurring. Draft of study should be available by summer 2009. About **90%** 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.
