

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 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.

Highlights

- Public Works Week was celebrated May 17-23; this years theme was Revitalize, Reinvest, Renew.
- The Fleet Services Division was recognized as a "Blue Seal of Excellence" shop by the National Institute for Automotive Service Excellence, or ASE.

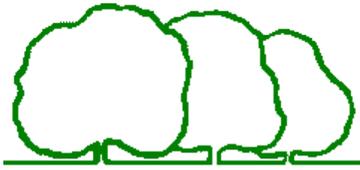
The operations detail contained in this report is for the month of May 2009 and all project related information is current as of June 23, 2009.

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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 – May 2009



Fleet Services receives
prestigious ASE recognition

For the Month of May 2009		
Division	Service Requests	Work Orders
Administration	391	
Electrical	26	90
Facilities	55	73
Fleet		162
Sewer	13	64
Signs & Markings	2	61
Storm Drain	3	37
Streets	16	26
Trees	19	26
Water	611	213
Grand Total	1136	752

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 5/31/09

4,454

With **1,136 Service Requests received**, Public Works crews handled **752 Work Orders** for the month of May. They included:

Operations & Maintenance

Administration:

- The administration team received 1,136 Service Requests; 391 of which were handled through the front desk, and the other 745 requests were distributed to the appropriate division. (see chart above)
 - ◆ 18 Backflow Notifications were mailed to responsible parties regarding testing requirements

Electrical:

- 19 Street Light Work Orders
 - ◆ 15 Street Light Services
 - ◆ 2 Miscellaneous Service Requests
 - ◆ 2 Repairs
- 24 Traffic Signal Repairs
 - ◆ 1 Pole Knockdown Repair
 - ◆ 2 Signal Head Repair
 - ◆ 9 Signal Services (Flashing, Light out, Not Cycling)
 - ◆ 1 Damaged/Missing Backplater Repairs
 - ◆ 2 Pedestrian Indicator Repairs
 - ◆ 1 Inspections
 - ◆ 3 Miscellaneous Service Requests

- ◆ 1 Damaged/Exposed Wiring Repair
- ◆ 1 Emergency Vehicle Preemption Repair
- ◆ 2 Interconnect System Repairs
- ◆ 1 Repair/Replacement of Pull Box
- ◆ 1 Vandalism Repair
- 4 Facility Electrical Service Requests
- 6 Electrical Services at Park Facilities
- 3 Lift Station Repairs
- 16 Electrical Services at Water Pollution Control Facility
- 22 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 745 Underground Service Alerts (USA's)

Facilities:

- 14 Repairs to City Hall
- 9 Repairs to Community Development
- 6 Repairs to Fire Stations 1, 2, 3
- 10 Repairs to the Library
- 15 Repair to the Municipal Service Center
- 16 Repairs to the Police Department
- 3 Repairs to the Water Pollution Control Facility

Fleet:

- 162 Repairs to 115 different units (vehicles, apparatus & equipment)

Sewer:

- 15 Sewer Cleanout Services
 - ◆ 8 Inspections
 - ◆ 2 Preventive Maintenance Services
 - ◆ 1 Reactive Maintenance Service
 - ◆ 3 Repair Services
 - ◆ 1 Replacement Service
- 37 Gravity Main Services
 - ◆ 28 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
 - 3,535.4 Linear Feet Inspected
 - ◆ 3 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
 - 2,330 Linear Feet Cleaned
 - ◆ 3 Repair Services
 - ◆ 3 Routine Inspection
- 5 Sewer Lateral Services
 - ◆ 2 Inspections
 - ◆ 1 Lateral Replacement
 - ◆ 2 Sanitary Sewer Overflow Events
- 7 Manhole Services (flushing & repair)
- Received/marked 745 Underground Service Alerts (USA's)

Signs & Marking:

- 14 Guide Sign Services
 - ◆ 4 Installations
 - ◆ 8 Routine Maintenance Services
 - ◆ 1 Knockdown Repair
 - ◆ 1 Miscellaneous sign mad
- 5 Object Marker Services
 - ◆ 5 Routine Maintenance Services
- 15 Regulatory Sign Services
 - ◆ 2 Knockdown Repairs
 - ◆ 12 Routine Maintenance Services
 - ◆ Routine Surveying
- 23 Street Marking Services
 - ◆ Curb Painting
 - 14,967 Linear Feet
 - ◆ Routine Survey
 - ◆ Legends
 - ◆ Parking Tee's
- 4 Warning Sign Services
 - ◆ 3 Routine Maintenance Service
 - ◆ 1 Graffiti Removal Service

Storm Drain:

- 7 Catch Basin Services
 - ◆ 3 Illicit Discharge Responses
 - ◆ 2 Inspections
 - ◆ 1 Bubble-Up Cleaning
 - ◆ 1 Rain Duty Service Call
- 23 Gravity Main Services
 - ◆ 1 Inspections
 - ◆ 1 Preventive Maintenance CCTV Inspection
 - ◆ 21 Preventive Maintenance HVVC Inspections
- 6 Lift Station Services
 - ◆ 2 Inspections
 - ◆ Debris Grate Cleaning
 - ◆ Routine Maintenance
 - ◆ Monthly Generator Test

Streets:

- 3 Road Edge Services
 - ◆ Curb & gutter spot repairs
 - 194 Linear Feet
 - ◆ Graffiti Removal
 - ◆ Weed Abatement
- 2 Sidewalk Path Services
 - ◆ 26 Square Feet of Spot Repairs
 - ◆ Trash & Debris Clean-Up
- 20 Road Services
 - ◆ Base Failure Repairs
 - 4,365 Square Feet
 - ◆ Bike Lane Sweeping

- 10 Miles
- ◆ 1,696 Linear Feet of Crack Sealing
- ◆ 3 Pot Holes Patched
- ◆ 1 Skin Patch Service
 - 3,176 Square Feet
- ◆ 2 Traffic Control Services
- ◆ 1 Slurry Seal Service
 - 20 Square Feet
- ◆ Miscellaneous Trash & Debris Clean-Up & Graffiti Removal

Urban Forestry:

- 4 Hazardous Situation Responses
- 1 Tree Planting
- 5 Tree Care Services
- 2 Abatements
- 8 Stump Grinding Services
- 1 Tree Rebate
- 2 Investigations
- 3 Tree Removals

Water:

- Produced 475,710,114 gallons of drinking water
- Received/marked 745 Underground Service Alerts (USA's)
- 7 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- Enclosed Storage Services (Water Tower)
 - ◆ Maintenance
 - ◆ Pressurized Readings
- 13 Hydrant Services
 - ◆ 1 Maintenance Service
 - ◆ 12 Repairs
- 5 Lateral Line Services
 - ◆ 2 Replacements
 - ◆ 2 Repairs
 - ◆ 1 Installation
- 81 Lateral Valve Services
 - ◆ 1 New Taps Installed
 - ◆ 5 New Service Valve Box Installed
 - ◆ 25 Leak Detection Services
 - ◆ 14 Locate Services
 - ◆ 209 Shut Offs – Delinquent Water Bills
 - 204 Residential Accounts
 - 5 Commercial Accounts
 - ◆ 3 Valve Repairs
 - ◆ 6 Valves Replaced
 - ◆ 22 Water On/Off Services (Finance, Contractor, Homeowner Request)
 - ◆ 1 Water Quality Service Response
 - ◆ 1 Water Service Relocation
- 44 Meter Services
 - ◆ 35 Meter Investigations

- ◆ 2 Maintenance Services
- ◆ 3 Meter Repair
- ◆ 2 Meter Replacements
- ◆ Residential Meter Reads
- ◆ Meter Reads – Commercial Utility Accounts
- 4 Pressurized Main Services Repaired
- 59 Production Well Services
 - ◆ 24 Inspections
 - ◆ 24 Maintenance Services
 - ◆ Well Monitoring Services
 - ◆ Sampling
 - ◆ No3 Monitoring
 - ◆ Disinfection Procedures

Environmental Services

General outreach:

- Conducted educational outreach on water conservation, waste reduction and recycling, and storm water management for 60 5th graders who toured the Water Pollution Control Facility on May 7..

Solid waste/recycling:

- Monitored C&D debris recycling for 100 active projects, processed 15 new projects, and closed out 5. Blue Northern Builders, conducting a tenant improvement at 1204 Cottonwood, achieved a 91% diversion rate.
- Received 1,500 sharps disposal containers from Yolo County; distributed 200 to five local participating pharmacies.
- Sponsored internal Green Team demonstration of compostable plates, cups, and utensils.
- Coordinated with Solid Waste Committee, county staff, and city attorney on proposed County-City waste stream agreement.

Green waste:

- Issued 174 green waste violation notices. May green waste statistics show 86% (754 tons) collected in carts and 14% (126 tons) in street piles.
- Coordinated with solid Waste Committee and Waste Management to prepare and distribute residential green waste survey (Phase 1 continuation vs. transition to Phase 2 services) to approximately 12,000 Waste Management customers at end of May.
- Processed rebates for 7 compost bins and 4 mulching mowers.

Water conservation:

- Processed 10 toilet rebates and 17 high-efficiency washer rebates.
- Distributed 125 brochures on water conservation, 50 kids activity items (booklets and stickers), and 50 Water-Wise in Woodland magnets at the Whole Earth Festival through the Neighbor-to-Neighbor Sustainability Group.
- Prepared e-newsletter and newspaper items on landscape watering tips and Water Awareness Month.
- Investigated and conducted outreach related to 7 residential water-waste calls.

Storm water:

- Coordinated storm water compliance inspections of 20 construction sites.

Energy:

- Coordinate Energy Efficiency and Conservation Block Grant (EECBG) application meetings.
- Led staff and City Council Energy Committee refinements of draft matrix of potential Climate Action Plan components.
- Participated in Department of Energy webcasts on photovoltaic projects and EECBG funding.

Water Pollution Control Facility

Laboratory

- Collected samples and performed over 500 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 45 tests on treatment plant storage ponds.
- Prepared monthly Discharge Monitoring Report; submitted to the Regional Water Quality Control Board (RWQCB).
- Collected samples and performed 150 regulatory compliance tests for potable water.
- Continued to review and updated laboratory Standard Operating Procedures
- Received the first set of samples and started testing for DMRQA study #29 (EPA quality control study).
- Attended CWEA Laboratory Training
- Monthly Staff Meeting/Safety Tailgate
- School tour – Mission Ave. Open School, Fifth Grade

Pretreatment

- Performed 6 Food Service Business inspections
- Processed & delivered 8 Pretreatment permits.
- Performed 1 SWPPP inspections
- Performed 10 Business License reviews/inspections
- Public education outreach:
 - ◆ Bangkok Cuisine
 - ◆ Woodmark Apartments
 - ◆ 166 Walnut Street
 - ◆ 752 Breen Ct (twice)
 - ◆ Capital Saloon
 - ◆ Osaka Sushi
 - ◆ Rico's Pizza
- City Works training.
- CWEA Training
- Prepared presentation for Annual NPDES training for Utilities Crew
- Baseline sampling for Salinity Control Plan – Culligan
- School tour – Mission Ave. Open School, Fifth Grade

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. As part of the modeling study, the grading done for Costco and Gateway need to be included to represent the present floodplain. In order to document this change the engineers are being requested to submit stamped affidavits saying that the grading was done within +/- 0.2 feet of the grading plans. These statements will be included in the documentation submitted to FEMA for their review.

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. Woodland staff met with the City Attorney to discuss options to the CSPA action. Staff advised the City attorney to meet with the Regional Board, to see if the Board would support a meeting with CSPA and the City. Regional Board said they will not support opening the NPDES discharge permit as a result of any

agreements between the City and CSPA. So the City will wait and see if the State Water Board will agree to open the NPDES permit based on CSPA's petition at some later date. The hearing at the State Board could take up to two years before it's heard.

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. FloodSafe Yolo and the City have been meeting with DWR and the Corps to develop the participation plan for re starting the Cache Creek Feasibility Study in October of 2009. The Feasibility Study is scheduled to start in October, 2009. FloodSafe Yolo is working with DWR and the Corps on the funding agreement for the Feasibility Study. **This work is underway.**

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. The vegetation maintenance project has been completed and the landscaped beds around Fire Station # 3 will be cleaned out by probation crews next month. As a cost saving measure the Fire crews have taken over the lawn areas but the beds and trees have not been managed.

Project: Surface Water Program (DD)

Status: On May 5th Council approved the West Yost Associates consultant support agreement for Phase 1 services and authorized Woodland's proportionate share of project expenditures for Phase 1A NTE ~\$256K. The project is focused on actions to secure the water right permit, ensure optimum public outreach, continue exploring JPA establishment, refining project costs and rate impact options and strategies, strategizing and posturing for funding opportunities, teaming with RD2035 to execute the joint intake structure, and exploring alternative project facility delivery options for improving quality while reducing costs. In April, the project

team formally responded to the State Water Resources Control Board to address the 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. Their response is pending.

What's Next: A Council Study session is scheduled for June 23rd to bring Council up to date with details on the various initiatives associated with this project and the project team's plans and intents for moving forward. The primary goal of the meeting is advance preparation for the Joint Council Workshop scheduled for July 28th. The primary goal of the July 28th Workshop is for staff to receive coordinated, joint project partner direction for moving forward with JPA establishment, or another alternative for joint oversight of the project and the jointly owned facilities. **This work is underway.**

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. Meter installation is underway. **Funding is being sought to be able to proceed with metering more of the City.**

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. Council has approved bid documents and the bid award.

What's Next: **Construction work on the tank will begin in 6/09. Neighbors will be notified that work is about to begin and briefed by letter and/or by door to door contact of the conditions that will occur during construction. This notice was sent out June 17th. A website will be setup when we have the contractor's construction schedule up to keep them informed of the construction schedule.** Pipeline work to connect the new tank to the water distribution grid is currently being designed.

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. A letter from the City of Windsor has been obtained so the design process can begin.
What's Next: Complete design work; goal is to be out for bids in July 2009 and operational by summer 2010. **Plans and specifications have been received.**

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. Drilling contract has been awarded. Neighbors have been contacted and notified that work is about to begin and briefed by letter and/or by door to door contact of the conditions that will occur during construction. Bids have been awarded for the above ground work.
What's Next: **Well drilling has begun.** A website will be set when we have the contractor's construction schedule up to keep residents informed of the construction schedule. The abandonment of Well 22 will be the first action item. **Work will be completed in fall 2009.**

Project: Backup Power for Wells (CO/AO/DB)
Status: Additional backup generating power will be added to at least 3 wells. Staff received proposals and awarded contract to the lowest responsible bidder. Generators have been received by the City.
What's Next: Staff has award an engineering contract for the modification of Well 4 site to accommodate a permanent generator. DMV and Air Quality Control District clearance is being obtained. **Design has been completed and construction work is underway for the related fencing and electrical modifications needed at each site to receive these generators.**

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 periodically 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. Work is underway to evaluate drought impacts and anticipated impacts if the drought continues.
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. **This work is underway.**

Project: Water Focus Study (DB)
Status: Hydraulic modeling is occurring. The sections of the report dealing with the coordination of the use of wells and surface water supplies are being written. 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. **This work is underway.**

Project: County Jail Well Acquisition (CO)
Status: Staff awarded engineering contract to Brown and Caldwell for technical memo on well evaluation. County applied for and did not receive a grant to implement this project.
What's Next: Contacted CDPH to determine if well can be permitted to the City of Woodland. City of Woodland will finish the engineering analysis so we can decide how best to proceed. **This work is underway.**