



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 20, 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

- Service Requests increased from 854 in July 2008 to 1472 in August 2009; an increase of 72%

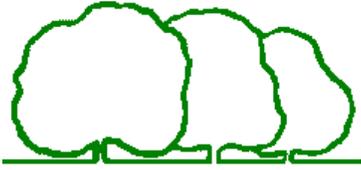
The operations detail contained in this report is for the months of August 2009 and all project related information is current as of September 23, 2009.

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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 – August 2009



For the Month of August 2009		
Division	Service Requests	Work Orders
Administration	760	
Electrical	18	109
Facilities	32	48
Fleet		161
Sewer	15	112
Signs & Markings	5	58
Storm Drain	3	51
Streets	38	49
Trees	42	77
Water	559	251
Grand Total	1,472	916

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 8/31/09
7222

With **1,472 Service Requests received**, Public Works crews handled **916 Work Orders** for the month of August. They included:

Operations & Maintenance

Administration:

- The administration team received 1,472 Service Requests; 760 of which were handled through the front desk, and the other 712 requests were distributed to the appropriate division. (see chart above)
 - ◆ 28 Backflow Notifications were mailed to responsible parties regarding testing requirements

Electrical:

- 40 Street Light Work Orders
 - ◆ 36 Street Light Services
 - ◆ 3 Miscellaneous Service Requests
 - ◆ 1 Inspection
- 25 Traffic Signal Repairs
 - ◆ 4 Damaged/Exposed Wire Services
 - ◆ 5 Installation/Upgrade Services
 - ◆ 1 Electrical Line Location Service
 - ◆ 5 Miscellaneous Services
 - ◆ 1 New Signal Installation
 - ◆ 1 Turned Signal Head Repair
 - ◆ 5 Signal Repairs

- ◆ 2 Timing Checks
- 6 Facility Electrical Service Requests
- 1 Final Inspection
- 2 Park Electrical Service Requests
- 16 Electrical Services at Water Pollution Control Facility
- 14 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 220 Underground Service Alerts (USA's)

Facilities:

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

Fleet:

- 161 Repairs to 114 different units (vehicles, apparatus & equipment)

Sewer:

- 4 Sewer Cleanout Services
 - ◆ 2 Inspections
 - ◆ 2 Preventive Maintenance Services
- 92 Gravity Main Services
 - ◆ 75 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
 - 14,203.8 Linear Feet Inspected
 - ◆ 10 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
 - 5,905 Linear Feet Cleaned
 - ◆ 1 Repair Service
 - ◆ 1 Replacement Service
 - ◆ 2 Routine Inspections
- 12 Sewer Lateral Services
 - ◆ 4 Inspections
 - ◆ 5 Replacements
 - ◆ 3 Sanitary Sewer Overflow Events
- 2 Manhole Services (flushing & repair)
- Received/marked 220 Underground Service Alerts (USA's)

Signs & Marking:

- 6 Guide Sign Services
 - ◆ 2 Routine Maintenance Services
 - ◆ 3 Installations
 - ◆ 1 Manufacturing Service
- 2 Object Marker Services
 - ◆ 2 Routine Maintenance Services

- 12 Markers Installed
- 13 Raised Pavement Marker Services
 - ◆ 1 Routine Survey
 - ◆ 13 Repair/Replacement Work Orders
 - 1,630 Markers Replaced
- 11 Regulatory Sign Services
 - ◆ 2 Knockdown Repairs
 - ◆ 8 Routine Maintenance Services
 - ◆ 1 Graffiti Removal Service
- 19 Street Marking Services
 - ◆ Routine Maintenance – Thermoplastic Application
 - 871 Square Feet
 - ◆ Routine Survey
 - ◆ Legends
 - 296 Square Feet
 - ◆ Traffic Lane Striping
 - 153,466.7 Linear Feet
 - ◆ Pressure Washing
 - 8,105 Square Feet
- 3 Warning Sign Services
 - ◆ Routine Maintenance Service
- 1 Sound wall Graffiti Removal Service

Storm Drain:

- 26 Gravity Main Services
 - ◆ 2 Inspections
 - ◆ 15 Preventive Maintenance CCTV Inspections
 - 1,607.5 Linear Feet Inspected
 - ◆ 9 Preventive Maintenance HVVC Services
 - 8,289 Linear Feet Flushed
- 7 Lift Station Services
 - ◆ 3 Inspections
 - ◆ Routine Maintenance
 - ◆ Monthly Generator Test
- 16 Inlet Point Services
 - ◆ 12 Cleaning Service
 - ◆ 2 Illicit Discharges
 - ◆ 2 Inspections
- 2 Storage Basin Routine Maintenance Services

Streets:

- Road Edge Services
 - ◆ Curb & Gutter Spot Repair
 - 25 Linear Feet
- 3 Parking Lot Services
 - ◆ Trash & Debris Clean-Up
 - ◆ 2 Maintenance Services
- 11 Sidewalk Path Services
 - ◆ 2 Grinding Services

- 127 Linear Feet
 - ◆ 155 Square Feet of Spot Repairs
 - ◆ Trash & Debris Clean-Up
 - ◆ Graffiti Removal
 - ◆ Miscellaneous Repairs
- 32 Road Services
 - ◆ 1 Base Failure Repair
 - 2,442 Square Feet
 - ◆ Bike Lane Sweeping
 - 10.2 Miles
 - ◆ 137 Pot Holes Patched
 - ◆ 3 Skin Patch Services
 - 17,879 Square Feet
 - ◆ 8 Traffic Control Services
 - ◆ 3 Sink Hole Responses
 - 106 Square Feet
 - ◆ 4 Spill Responses
 - ◆ 3 Traffic Control Requests
 - ◆ Trench Repair
 - ◆ Miscellaneous Trash & Debris Clean-Up
- Sound Wall Services

Urban Forestry:

- 13 Hazardous Situation Responses
- 300 Tree's Injected with Mycorrhizae in Springlake Subdivision - *Creates a symbiotic relationship with the root system, giving the trees nutrients that they would not normally be able to get on their own. Results are proving positive.*
- 13 Tree Plantings
- 5 Tree Pruning Work Orders
- 22 Inspections
- 10 Removals
- 5 Abatements
- 2 Hazard Responses
- 2 Tree Rebates
- 9 Right-of-Way Clearance Work Orders

Water:

- Produced 607,176,804 gallons of drinking water in August
- Received/marked 220 Underground Service Alerts (USA's)
- 22 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 1 Backflow Investigation
- Enclosed Storage Services (Water Tower)
 - ◆ Maintenance
- 7 Hydrant Services
 - ◆ 4 Maintenance Services
 - ◆ 1 Hydrant Flushing Service
 - ◆ 2 Repairs
- 4 Lateral Line Services
 - ◆ 2 Replacements

- ◆ 1 Repair
- ◆ 1 Locate
- 96 Lateral Valve Services
 - ◆ 41 Leak Detection Services
 - ◆ 6 Locate Services
 - ◆ 203 Shut Offs – Delinquent Water Bills
 - 194 Residential Accounts
 - 9 Commercial Accounts
 - ◆ 10 Valve Repairs
 - ◆ 13 Valves Replaced
 - ◆ 21 Water On/Off Services (Finance, Contractor, Homeowner Request)
 - ◆ 1 Water Quality Service Responses
- 61 Meter Services
 - ◆ 23 Meter Investigations
 - ◆ 25 Maintenance Services
 - ◆ 3 Meter Repairs
 - ◆ 5 Meter Box Replacements
 - ◆ Residential Meter Reads
 - ◆ Meter Reads – Commercial Utility Accounts
- 6 Pressurized Main Services Repaired
- 52 Production Well Services
 - ◆ 19 Inspections
 - ◆ 22 Maintenance Services
 - ◆ Well Monitoring Services
 - ◆ Sampling
 - ◆ No3 Monitoring
 - ◆ Disinfection Procedures
 - ◆ Vandalism Responses

Environmental Services

Solid waste/recycling:

- Monitored C&D debris recycling for 109 active projects, processed 6 new projects, and closed out 12.
- Submitted annual AB 939 waste diversion report for 2008 to California Integrated Waste Management Board.
- Issued 3 code compliance warnings for illegal dumping.
- Distributed 36 used oil filter containers and 80 oil funnels through Meeting of Area Recycling Coordinators' Yolo County Fair Booth.

Green waste:

- Issued 147 green waste violation notices and 2 administrative citations. August green waste statistics show 83% (718 tons) collected in carts and 17% (145 tons) in street piles.
- Processed rebates for 5 mulching mowers and 3 compost bins.

Water conservation:

- With Utilities Engineering, designed and set up City's Yolo County Fair booth. Distributed 445 fans with combined storm water protection and water conservation theme, 342 Mr. Droplet stress relievers, 299 kids' water conservation activity

books, 262 drip gauges, 245 sprinkler gauges, 222 brochures and guides, 200 kids' animal water conservation sticker sets, 185 soil moisture meters, 163 magnets with "Be Water-Wise in Woodland" theme, 155 hose nozzles, 115 water conservation stickers (English/Spanish), 108 low-flow showerheads, 47 toilet leak detection tablets, and 38 shower timers.

- Processed 29 toilet rebates.
- Investigated and conducted outreach or issued violation notices related to 24 water-waste issues.

Storm water:

- Distributed 445 fans at City's Yolo County Fair booth with combined storm water protection and water conservation theme (see above).
- Coordinated storm water compliance inspections of 20 construction sites.
- Issued 2 violation notices for illegal discharges.

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)
- Began a Toxicity Identification Evaluation based on results from July chronic toxicity testing results
- Collected samples and performed 150 regulatory compliance tests for potable water
- Continued method development for nitrate testing.
- Began in-house ammonia testing
- CPR Training
- Attended Dionex chromatography seminar
- Monthly Staff Meeting/Safety Tailgate
- Attended CWEA Training Session

Pretreatment

- Performed 52 Food Service Business inspections
- Performed 11 Automotive Related Business inspections
- Delivered 9 Pretreatment Permit applications
- Processed & delivered 2 Pretreatment Permits
- Performed 6 SWPPP inspections
- Performed 1 Business License review/inspection
- Inspection at PCP re: tomato waste entering sanitary sewer
- Responded to 1 call-out
- 2 Public education & outreach visits
- Continued training new Environmental Compliance Inspector
- Reviewed the Violation Notification process with Mike Robinson

- Issued 2 Violation Notifications
- Construction SWPPP coordination meeting
- All Woodland school FSB's inspected
- Surveyed Fairgrounds property and locations of concern

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) on Friday August 21, 2009. 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 September 15th, the City Councils of both Woodland and Davis at their individual Council meetings approved and established a Joint Powers Authority for the design, construction, ownership and operation of joint use facilities for producing secure and reliable**

high-quality drinking water for the cities and the University of Davis.

The joint use facilities include: a portion of a combined river intake structure (which itself is planned to be jointly owned and operated between the JPA and RD 2035, raw water delivery pipelines, the water treatment plant, and the treated water distribution lines to bring the water to each city limits.

What's Next: **The next step is to set and hold the first public meeting of the new Board to select board staff and address administrative and fiscal requirements for moving forward with the project and start up of the authority. The first Board meeting is anticipated for the 4th week of October.**

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. **So far 4,000 transmitters have been installed and there is 100% receiving efficiency at the Data Collection System.**

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 90% complete.**

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. **Contract was awarded to Chicago Bridge Inc, the contractor is currently busy with foundation work.**

What's Next: **Construction work on the tank began on 6/09.** Pipeline work to connect the new tank to the water distribution grid is currently being designed, **it is 98% complete.** . **City staff will continue to work with neighbors on the project schedule.**

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, **results from the test has confirmed that this will not be a good source of water supply.**

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. **City staff has decided to change strategy since the water quality results are not satisfactory.**

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. **The design is 98% complete. What's Next:** Complete design work; goal is to be out for bids in **October 2009** and operational by summer 2010. **98%** of the plans and specifications have been received and are being reviewed. **City staff is in the process of hiring Ecologic Engineering Inc to do an independent review of the design.**

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. **Currently, staff is busy with the evaluation of the water quality samples from the different zones.**
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. Well 22 has been abandoned and redrilled screen design is in process. Well 15 has been abandoned and drilling is about to commence. Work will be completed in fall 2009. **Additional depth drilling is required to further evaluate the water quality mix.**

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 was combined with Well 4 electrical modifications and **98%** plans are complete.

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. Work on the preparation of the report is underway. This work is underway. **The report is 60% complete.**

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 95% 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.

Project: Meter implementation Phase 2 (DB/AO)

Status: **City staff received grant funding to install meters on 10,000 houses in the City.** Council awarded contract to Tiechert Construction, notice to proceed was issued on September 17, 2009. A construction management firm has been selected to manage the project. **The project is expected to be completed in June 2012.**

What's Next: **Staff to submit updated budget to CDPH. Staff will also submit quarterly report as indicated in the funding agreement to CDPH.**
