

# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

## AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: November 17, 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 797 in September 2008 to 1142 in September 2009; an increase of 43%

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

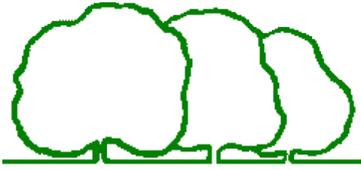
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Administrative Secretary

Reviewed by: Gregor G. Meyer  
Public Works Director

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Mark G. Deven  
City Manager

Attachment



Public Works Department.  
 Monthly Status Report  
 Summary – September 2009



Gas Leak - West Street at Cross Street

For the Month of September 2009		
Division	Service Requests	Work Orders
Administration	798	
Electrical	28	112
Facilities	42	57
Fleet		162
Sewer	8	48
Signs & Markings	7	54
Storm Drain	1	68
Streets	23	41
Trees	38	30
Water	197	246
<b>Grand Total</b>	<b>1142</b>	<b>818</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 2009**

Work Orders Complete through 9/30/09

**8,040**

With **1,142 Service Requests received**, Public Works crews handled **818 Work Orders** for the month of September. They included:

**Operations & Maintenance**

*Administration:*

- The administration team received 1,142 Service Requests; 798 of which were handled through the front desk, and the other 344 requests were distributed to the appropriate division. (see chart above)
  - ◆ 19 Backflow Notifications were mailed to responsible parties regarding testing requirements

*Electrical:*

- 34 Street Light Work Orders
  - ◆ 20 Street Light Services
  - ◆ 9 Miscellaneous Service Requests
  - ◆ 4 Vandalism Repair Services
  - ◆ 1 Inspection
- 22 Traffic Signal Repairs
  - ◆ 1 Emergency Vehicle Preemption Repair
  - ◆ 2 Installation/Upgrade Services
  - ◆ 6 Miscellaneous Services
  - ◆ 3 Pole Knockdown Repair Services
  - ◆ 2 Turned Signal Head Repair
  - ◆ 5 Signal Repairs

- ◆ 3 Timing Checks
- 4 Facility Electrical Service Requests
- 6 Park Electrical Service Requests
- 2 Lift Station Instrument Calibration Service Requests
- 29 Electrical Services at Water Pollution Control Facility
- 11 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 285 Underground Service Alerts (USA's)

*Facilities:*

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

*Fleet:*

- 162 Repairs to 108 different units (vehicles, apparatus & equipment)

*Sewer:*

- 2 Sewer Cleanout Services
  - ◆ 1 Replacement
  - ◆ 1 Preventive Maintenance Services
- 16 Gravity Main Services
  - ◆ 5 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
    - 646 Linear Feet Inspected
  - ◆ 7 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
    - 21,666 Linear Feet Cleaned
  - ◆ 2 Repair Service
  - ◆ 1 Routine Inspections
- 25 Sewer Lateral Services
  - ◆ 6 Inspections
  - ◆ 12 Replacements
  - ◆ 2 Root Control Services
  - ◆ 4 Sanitary Sewer Overflow Events
  - ◆ 1 Sanitary Sewer Overflow Follow Up Service
- 2 Manhole Services (flushing & repair)
- 1 Pressurized Main Inspection
- Received/marked 285 Underground Service Alerts (USA's)

*Signs & Marking:*

- 2 Guide Sign Services
  - ◆ 2 Routine Maintenance Services
- 2 Object Marker Services
  - ◆ 2 Routine Maintenance Services

- 542 Markers Installed
- 22 Raised Pavement Marker Services
  - ◆ 22 Repair/Replacement Work Orders
    - 5,710 Markers Replaced
- 21 Regulatory Sign Services
  - ◆ 3 Knockdown Repairs
  - ◆ 16 Routine Maintenance Services
  - ◆ 1 Graffiti Removal Service
  - ◆ 1 Installation Service
- 4 Street Marking Services
  - ◆ Curb Painting Services
    - 138 Linear Feet
- 3 Warning Sign Services
  - ◆ Routine Maintenance Service

*Storm Drain:*

- 48 Gravity Main Services
  - ◆ 1 Inspection
  - ◆ 1 Routine Maintenance
  - ◆ 37 Preventive Maintenance CCTV Inspections
    - 8,177 Linear Feet Inspected
  - ◆ 9 Preventive Maintenance HVVC Services
    - 9,109 Linear Feet Flushed
- 3 Lift Station Services
  - ◆ 2 Inspections
  - ◆ Routine Maintenance
- 14 Inlet Point Services
  - ◆ 6 Cleaning Service
  - ◆ 1 Illicit Discharges
  - ◆ 1 Hazardous Spill Response
  - ◆ 4 Inspections
  - ◆ 1 Replacement
  - ◆ Rain Duty
- Maintenance Hole Inspection
- Open Channel Maintenance
- 1 Gutter Clean-Out Service

*Streets:*

- Road Edge Services
  - ◆ 1 Repair
  - ◆ 1 Weed Abatement
- 12 Sidewalk Path Services
  - ◆ 4 Grinding Services
    - 45 Linear Feet
  - ◆ 158 Square Feet of Spot Repairs
  - ◆ Trash & Debris Clean-Up
  - ◆ Downtown Maintenance
- 24 Road Services
  - ◆ 1 Base Failure Repair
    - 3,976 Square Feet

- ◆ Bike Lane Sweeping
  - 10.2 Miles
- ◆ 234 Pot Holes Patched
- ◆ 3 Skin Patch Services
  - 17,879 Square Feet
- ◆ Crack Sealing
  - 81,411 Linear Feet
- ◆ 1 Sink Hole Response
  - 30 Square Feet
- ◆ 1 Road Grading Service
  - 1,000 Square Feet
- ◆ 4 Spill Responses
- ◆ 2 Traffic Control Requests
- ◆ 1 Accident Clean-Up
- ◆ Trench Repair
- ◆ Surveying
- ◆ Miscellaneous Trash & Debris Clean-Up
- Sound Wall Services

*Urban Forestry:*

- 11 Hazardous Situation Responses
- 60 Tree's & plants injected with Compost Tea - *Creates a symbiotic relationship with the root system, giving the trees nutrients in a liquid form so that the tree can better establish itself. Early results are proving positive.*
- 12 Inspections
- 89 Removals

*Water:*

- Produced 538,034,564 gallons of drinking water in September
- Received/marked 285 Underground Service Alerts (USA's)
- 20 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 1 Backflow Investigation
- 13 Hydrant Services
  - ◆ 4 Maintenance Services
  - ◆ 9 Repairs
- 15 Lateral Line Services
  - ◆ 15 Replacements
- 64 Lateral Valve Services
  - ◆ 30 Leak Detection Services
  - ◆ 10 Locate Services
  - ◆ 3 Valve Repairs
  - ◆ 5 Valves Replaced
  - ◆ 13 Water On/Off Services (Finance, Contractor, Homeowner Request)
  - ◆ 1 Service Valve Box Installation
- 40 Meter Services
  - ◆ 27 Meter Investigations
  - ◆ 3 Maintenance Services
  - ◆ 3 Meter Repairs
  - ◆ 1 Meter Box Replacements
  - ◆ 1 Meter Test

- ◆ Residential Meter Reads
- ◆ Meter Reads – Commercial Utility Accounts
- 11 Pressurized Main Services
- 81 Production Well Services
  - ◆ 19 Inspections
  - ◆ 49 Maintenance Services
  - ◆ Well Monitoring Services
  - ◆ Sampling
  - ◆ No3 Monitoring
  - ◆ Disinfection Procedures
  - ◆ Security Services

## **Environmental Services**

### Solid waste/recycling:

- Monitored C&D debris recycling for 103 active projects, processed 3 new projects, and closed out 11. The demolition associated with the new Rite-Aid at Main and Ashley Streets achieved a 96% diversion rate, with 1,586 tons of waste recycled.
- Issued 3 code compliance warnings for illegal dumping.
- Distributed 15 oil filter containers and 15 oil funnels through Stroll through History event.

### Green waste:

- Issued 148 green waste violation notices and 4 administrative citations. September green waste statistics show 79% (765 tons) collected in carts and 21% (203 tons) in street piles.
- Processed rebates for 5 compost bins and 4 mulching mowers.
- Distributed 30 composting books through Yolo County Master Gardeners events.

### Water conservation:

- Processed 31 toilet rebates.
- Investigated and conducted outreach or issued violation notices related to 23 water-waste issues.
- Presented City water conservation information at the monthly Chamber of Commerce meeting and published a feature article on “Water and You” in the Chamber newsletter.

### Storm water:

- Submitted annual report of Storm Water Management Program compliance to the State.
- Coordinated storm water compliance inspections of 20 construction sites.

### Energy:

- Compiled City’s 2008 greenhouse gas emissions inventory and submitted to the California Climate Action Registry
- Distributed 20 tire pressure gauges through the Stroll Through History

## **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).
- Submitted final data packet for DMRQA 29 to the State Water Quality Control Board and US EPA.
- 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.
- Monthly Staff Meeting/Safety Tailgate
- Attended CWEA Training Session

### Pretreatment

- Performed 63 Food Service Business inspection
- Performed 14 Automotive Related Business inspections.
- Delivered 2 Pretreatment Permit applications.
- Processed & delivered 2 Pretreatment Permits.
- Performed 25 Business License review/inspections
- Responded to 3 call-outs
- 4 Public education & outreach visits
- Met with PCP in regard to eliminating the discharge of tomato waste to the sanitary sewer.
- Continued training new Environmental Compliance Inspector.
- Reviewed the Violation Notification process with Mike Robinson.
- Reviewed semiannual self monitoring report from PGP. No issues.
- Issued 2 Violation Notifications.
- Construction SWPPP coordination meeting
- Attended CWEA conference in Redding

## 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.

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**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.

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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 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.

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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. 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.

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

**Status:** **On October 15<sup>th</sup>, the newly formed Davis-Woodland Water Supply Project Authority held its first meeting at the Woodland Community and Senior Center. The primary focus of that first meeting was to select and establish internal and consultant board staff and to address administrative requirements and general start-up activities of the new authority and for moving forward with the project.** The new Joint Powers Authority will oversee 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. **The project team has also tentatively agreed with the CA Dept of Fish and Game on a draft water right protest resolution agreement and hopes to finalize that agreement soon, pending a requested final draft review by Fish and Game.**

**What's Next:** The next Authority meeting is planned for November 12<sup>th</sup>, at 3:00pm, to be held at the City of Davis Council Chambers.

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**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 **4,500** 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 **November 2009**. Residential meter rates need to be enacted this year.

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**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 will complete the foundation work in October 2009.**

**What's Next:** **The steel erection should start in November 2009.** Pipeline work to connect the new tank to the water distribution grid **will go out to bid in November**. City staff will continue to work with neighbors on the project schedule.

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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, 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 currently planned that this well will not be drilled. Equivalent pumping capacity will be provide in a planned ground level tank with a booster pump station that will be built in 2011. City staff has**

**decided to change strategy due to the challenging groundwater quality results.**

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**Project:** Supervisory Control and Data Acquisition (SCADA) (DB/AO)

**Status:** SCADA design has been complete by Brown and Caldwell. Ecologic Engineering Inc., the construction management firm, has done an independent review of the design.

**What's Next:** SCADA will be bid in November 2009 and operational by summer 2010.

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**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. **Test wells are being drilled and water quality results are being evaluated. Due to water quality results and changing State requirements additional confirmation water sampling is underway.**

**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. **Additional depth drilling is required to further evaluate the water quality mix from the various water bearing levels.** Work will be completed in **spring 2010..**

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**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. **Council has approved plans and specifications for the modifications 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.**

**What's Next:** Work will be going out to bid in fall 2009.

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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 periodically occurring.  
**What's Next:** Site selection under way for future sampling well locations. **It is planned that this work will be done in 2011.**

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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. Work is underway to evaluate drought impacts and anticipated impacts if the drought continues.  
**What's Next:** Staff to coordinate project with Yolo County **and the Urban Water Management Plan that is being done by the same engineering firm.** Work on the preparation of the report is underway. This work is underway. The report is 60% complete.

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**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 **end of 2009.**  
**What's Next:** **Consultant will update the report to reflect the citywide metering that will be completed over the next to years with is associate estimate 15% water use reduction. The water use reduction will result from meter related conservation. Consultant will also update the Capital Improvement Program (CIP) list. This updated information was 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.

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**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.

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**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 Teichert 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.

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