



# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: December 15, 2009

SUBJECT: Public Works Monthly Status Report

### Report in Brief

The Public Works 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 943 in October 2008 to 2,222 in October 2009; an increase of **135.6%**
  - The storm event on October 13<sup>th</sup> and residual calls on October 14<sup>th</sup> resulted in 312 calls for service.
    - 87 Service calls for tree related incidents
    - 60 Service calls for street flooding

The operations detail contained in this report is for the months of October 2009 and all project related information is current as of November 20, 2009.

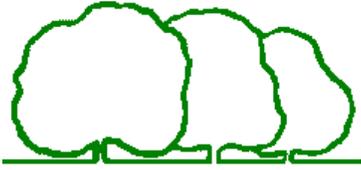
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Administrative Secretary

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 – October 2009



Water Main Break - Ashley Ave at Porter St

For the Month of October 2009		
Division	Service Requests	Work Orders
Administration	696	
Electrical	51	137
Facilities	66	84
Fleet		169
Sewer	20	71
Signs & Markings	9	56
Storm Drain	67	33
Streets	20	42
Trees	139	30
Water	1,154	260
<b>Grand Total</b>	<b>2,222</b>	<b>882</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 10/31/09
<b>8,922</b>

With **2,222 Service Requests received**, Public Works crews handled **882 Work Orders** for the month of October. They included:

**Operations & Maintenance**

*Administration:*

- The administration team received 2,222 Service Requests; 696 of which were handled through the front desk, and the other 1,526 requests were distributed to the appropriate division. (see chart above)
  - ◆ 61 Backflow Notifications were mailed to responsible parties regarding testing requirements
  - ◆ 269 Underground Service Alert (USA’s) requests processed

*Electrical:*

- 51 Street Light Work Orders
  - ◆ 40 Street Light Services
  - ◆ 6 Miscellaneous Service Requests
  - ◆ 1 New Installation
  - ◆ 4 Repairs
    - Exposed Wiring
    - Damaged Fixture
    - Handhold Cover
    - Len Replacement
- 32 Traffic Signal Repairs
  - ◆ 1 Installation/Upgrade Service

- ◆ 5 Miscellaneous Services
- ◆ 1 Pole Knockdown Repair Service
- ◆ 4 Turned Signal Head Repairs
- ◆ 11 Signal Repairs
- ◆ 2 Timing Checks
- ◆ 2 UPS Maintenance Services
- ◆ 4 Repairs
  - 2 Damaged/Exposed Wiring
  - 2 Damaged/Missing Backplate
- 7 Facility Electrical Service Requests
- 8 Park Electrical Service Requests
- 10 Lift Station Instrument Calibration Service Requests
- 11 Electrical Services at Water Pollution Control Facility
- 14 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 269 Underground Service Alerts (USA's)

*Facilities:*

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

*Fleet:*

- 169 Repairs to 117 different units (vehicles, apparatus & equipment)

*Sewer:*

- 13 Sewer Cleanout Services
  - ◆ 3 Inspections
  - ◆ 4 Repairs
  - ◆ 1 Replacement
  - ◆ 1 Preventive Maintenance Services – Installation
  - ◆ 4 Reactive Maintenance Services - Installation
- 25 Gravity Main Services
  - ◆ 14 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
    - 2,789 Linear Feet Inspected
  - ◆ 10 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
    - 28,644 Linear Feet Cleaned
  - ◆ 1 Routine Inspections
- 30 Sewer Lateral Services
  - ◆ 8 Inspections
  - ◆ 5 Blockages Cleared
  - ◆ 2 Repairs
  - ◆ 6 Root Control Services

- ◆ 5 Sanitary Sewer Overflow Events
    - 2 City Infrastructure Failure
    - 3 Private Property Infrastructure Failure
  - ◆ 4 Sanitary Sewer Overflow Follow Up Services
- 1 Manhole Services (flushing & repair)
- 1 Manhole Inspection
- Received/marked 269 Underground Service Alerts (USA's)

*Signs & Marking:*

- 7 Guide Sign Services
  - ◆ 5 Routine Maintenance Services
  - ◆ Routine Surveying
  - ◆ Street Name Sign Creation
- 9 Object Marker Services
  - ◆ 7 Routine Maintenance Services
    - 43 Markers Installed
  - ◆ 2 Surveys
- 4 Raised Pavement Marker Services
  - ◆ 3 Repair/Replacement Work Orders
    - 1,973 Markers Replaced
  - ◆ 1 Survey
- 25 Regulatory Sign Services
  - ◆ 1 Knockdown Repairs
  - ◆ 19 Routine Maintenance Services
  - ◆ 3 Graffiti Removal Service
  - ◆ 1 Installation Service
  - ◆ 1 Survey
- 5 Warning Sign Services
  - ◆ 3 Routine Maintenance Service
  - ◆ 2 Knockdown Services
- 1 Soundwall Graffiti Removal

*Storm Drain:*

- 6 Gravity Main Services
  - ◆ 1 Replacement
  - ◆ 5 Preventive Maintenance CCTV Inspections
    - 3,739 Linear Feet Inspected
- 6 Lift Station Services
  - ◆ 2 Inspections
  - ◆ 2 Debris Clean Up
  - ◆ Monthly Generator Test
  - ◆ Routine Maintenance
- 14 Inlet Point Services
  - ◆ 7 Cleaning Service
  - ◆ 2 Illicit Discharges
  - ◆ Rain Duty
- Maintenance Hole Inspection
- Open Channel Maintenance
- Storage Basin Inspection

- Gutter Clean-Out Service – within City Limits

*Streets:*

- Road Edge Services
  - ◆ 1 Curb & Gutter Repair
    - 20 Linear Feet
  - ◆ Guard Rail Maintenance
  - ◆ 1 Weed Abatement
- Parking Lot Maintenance
  - ◆ Base Repair
  - ◆ Trash & Debris Cleanup
- 6 Sidewalk Path Services
  - ◆ 2 Repairs
  - ◆ Trash & Debris Clean-Up
- 28 Road Services
  - ◆ 4 Base Failure Repairs
    - 5,631 Square Feet
  - ◆ 13 Pot Holes Patched
  - ◆ 2 Skin Patch Services
    - 420 Square Feet
  - ◆ Crack Sealing
    - 5,088 Linear Feet
  - ◆ 2 Sink Hole Responses
    - 15 Square Feet
  - ◆ 1 Spill Response
  - ◆ 2 Traffic Control Requests
  - ◆ 4 Trench Repairs
    - 201 Square Feet
  - ◆ Surveying
  - ◆ Miscellaneous Trash & Debris Clean-Up

*Urban Forestry:*

- 14 Hazardous Situation Responses
- 5 Inspections
- 5 Tree Abatements
- 1 Removal
- 2 Right-of-Way Clearance Services
- 1 Tree Planting
- 1 Tree Rebate Processed

*Water:*

- Produced 413,127,232 gallons of drinking water in September
- Received/marked 269 Underground Service Alerts (USA's)
- 8 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 2 Backflow Investigation
- 9 Hydrant Services
  - ◆ 6 Maintenance Services
  - ◆ 3 Repairs
- 1 Lateral Line Replacement

- 102 Lateral Valve Services
  - ◆ 41 Leak Detection Services
  - ◆ 22 Locate Services
  - ◆ 6 Valve Repairs
  - ◆ 7 Valves Replaced
  - ◆ 15 Water On/Off Services (Finance, Contractor, Homeowner Request)
  - ◆ 3 Water Quality Issues
  - ◆ 1 Service Valve Box Installation
  - ◆ 345 Shut Offs – Delinquent Water Bills
    - 334 Residential Accounts
    - 11 Commercial Accounts
  - ◆
- 39 Meter Services
  - ◆ 22 Meter Investigations
  - ◆ 2 Maintenance Services
  - ◆ 8 Meter Repairs
  - ◆ 3 Meter Box Replacements
  - ◆ Residential Meter Reads
  - ◆ Meter Reads – Commercial Utility Accounts
- 13 Pressurized Main Services
- 84 Production Well Services
  - ◆ 20 Inspections
  - ◆ 49 Maintenance Services
  - ◆ Well Monitoring Services
  - ◆ Sampling
  - ◆ No3 Monitoring
  - ◆ Disinfection Procedures
  - ◆ Security Services

### **Environmental Services**

#### General:

- Coordinated a tour of the Water Pollution Control Facility by 20 Girl Scouts and parents, with presentations on the Water Conservation, Wastewater Treatment, Lab, Pretreatment, and Storm Water programs.

#### Solid waste/recycling:

- Monitored C&D debris recycling for 95 active projects, processed 13 new projects, and closed out 11. The demolition associated with the Tesoro Gas Station removal near Wal-Mart achieved a 99% diversion rate, with 109 tons of waste recycled.

#### Green waste:

- Coordinated substantial storm readiness efforts with Waste Management, with 30 extra streets serviced the day before and morning of the October 13 storm to remove problem green waste piles.
- Issued 118 green waste violation notices and 9 code enforcement notices. October green waste statistics show 53% (778 tons) collected in carts and 47% (691 tons) in street piles.
- Processed rebate for 1 mulching mower.

- Promoted the Yolo County Master Gardeners composting workshop through press releases and advertising. Distributed 40 compost booklets, other literature on composting and pesticide use, and 20 compost bins to attendees.

#### Water conservation:

- Processed 35 toilet rebates and closed out the rebate program.
- Investigated and conducted outreach or issued violation notices related to 11 water-waste issues.
- Distributed 30 sets of water conservation materials to Girl Scouts participating in a storm drain marker event, and distributed water-wise irrigation and other water conservation materials at the Master Gardeners composting workshop.
- Organized interdepartmental planning meetings on new state gray water regulations and the state model landscape ordinance.

#### Storm water:

- Coordinated storm water compliance and storm readiness inspections of 20 construction sites.
- Conducted a weekend storm drain marker event with participation by 30 Girl Scouts and parents; 148 drain markers were installed in residential areas and along Main and Court Streets.

### **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 method development for nitrate testing.
- Monthly staff meeting/safety tailgate
- Attended Regional Board training session.
- Hosted Treatment Plant/Laboratory tour for students from Sacramento Waldorf School

#### Pretreatment

- Performed 18 Food Service Business inspection
- Performed 10 Automotive Related Business inspections.
- Inspected 1 Business of Concern.
- Inspection and sampling at PGP International.
- Performed storm water inspections at all 27 ARBs.
- Delivered 3 Pretreatment Permit applications.
- Processed & delivered 3 Pretreatment Permits.
- Performed 47 Business License review/inspections

- Spent all day 10/13 responding to storm-related flooding call-outs
- 6 Public education & outreach visits
- Issued 2 Violation Notifications.
- Construction SWPPP coordination meeting
- Attended SWPPP training in Vacaville
- Performed 32 SWPPP inspections
- SSO/Illegal Discharge meeting
- Monthly staff meeting/safety tailgate.
- 4 call-outs for spills, etc.
- Live broadcast from treatment plant on KUIC radio to publicize our Pollution Prevention Program.

## 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

(MC) Mark Cocke, Senior Civil Engineer

(CO) Clara Olmedo, Associate Civil Engineer

(DD) Dick Donnelly, Deputy Director, PW

(AO) Akin Okupe, Senior 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). **Floodsafe Yolo and the City will be restarting the Cache Creek Feasibility Study and the relationship of the Storm Drain outlet with the solution to Cache Creek Flooding will need to be included in the Feasibility Study.**

**What's Next:** **Modeling studies have been completed and submitted to FEMA. Wood Rodgers prepared a Letter of Map Revision (LOMR) for the City and County lands south of Cache Creek.** This LOMR was 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 was included to represent the present floodplain.

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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:** **Floodsafe Yolo has reviewed the Project Management Plan (PMP) for the Cache Creek Feasibility Study and it is presently being reviewed by the Corps and DWR. A presentation was made to Council on November 16, 2009.**

**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. 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:**

**An agreement is being developed with the RCD to maintain the native grass planting on site.**

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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

may be a 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 reached an agreement with the CA Dept of Fish and Game on a water right protest resolution.**

**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 **December 2009**. **Residential meter rates have been enacted this year as required for January 1, 2010.**

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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 **December 2009**. Pipeline work to connect the new tank to the water distribution grid is currently out to bid.

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

**Status:** **SCADA design has been complete by Kennedy-Jenks. Ecologic Engineering Inc. will be the construction management firm and as also done an independent review of the design.**

**What's Next:** SCADA will be bid in **December 2009** and operational by **fall 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. **Well drilling for the full production well is underway for Well 15.**

**What's Next:** Well drilling has begun. **Due to water quality results and changing State requirements additional confirmation water sampling will be done for Well 22.** A website will be set when we have the contractor's construction schedule up to keep residents informed of the construction schedule. Additional depth drilling is required to further evaluate the water quality mix from the various water bearing levels.

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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:** This work will be currently out to bid with bid opening set for early December 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 **has been done**. The sections of the report dealing with the coordination of the use of wells and surface water supplies are being written. **Likewise, the report is being amended to reflect the expected 15% water conservation that should occur with the City being fully metered.** 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 construction has begun and work 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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