City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: May 18, 2010

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

- The Urban Foresty Division, in conjunction with the Woodland Tree Foundation, celebrated Arbor Day 2010 and planted 37 trees with 40 volunteers assisting in the planting.
- Operations staff participated in 356.5 hours of safety and required certification training for the month of March.

The operations detail contained in this report is for the month of March 2010 and all project related information is current as of April 26, 2010.

Prepared by: Stephanie Frank
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 – March 2010

Arbor Day - Tree Planting

For the Month of March 2010		
Division	**Service Requests**	**Work Orders**
Administration	550	
Electrical	59	119
Facilities	56	56
Fleet		195
Sewer	21	47
Signs & Markings	6	84
Storm Drain	7	29
Streets	32	48
Trees	26	33
Water	190	178
Grand Total	947	789

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 2010
Work Orders Complete through 3/31/2010
2,289

With **947 Service Requests received**, Public Works crews handled **789 Work Orders** for the month of March. They included:

Operations & Maintenance

Administration:

- The administration team received 947 Service Requests; 550 of which were handled through the front desk, and the other 397 requests were distributed to the appropriate division. (see chart above)
    - 41 Backflow Notifications were mailed to responsible parties regarding testing requirements
    - 319 Underground Service Alert (USA's) requests processed

Electrical:

- 48 Street Light Work Orders
    - 44 Street Light Services
    - 1 New Installations
    - 1 Repair
    - 1 Knockdown Repair
    - Pole Number Identification
- 22 Traffic Signal Repairs
    - 9 Miscellaneous Services
    - 1 Turned Signal Head Repair
    - 1 Pole Knockdown Repair
    - 6 Signal Repairs

        - 1 Vandalism Repair
        - 1 Timing Check
        - Annual Loop Testing
        - Asset Management
        - Bi-Monthly Inspection
        - Locate Electrical Lines
        - 2 Pedestrian Indicator Service Requests
- 6 Facility Electrical Service Requests
- 13 Parks Facility Service Repairs
- 26 Water Pollution Control Facility Service Requests
- 11 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Group Lamp Change-Out
- Received/marked 319 Underground Service Alerts (USA's)

Facilities:

- 24 Repairs to City Hall
- 1 Repairs to Fire Stations 1, 2, 3
- 6 Repairs to the Library
- 14 Repairs to the Municipal Service Center
- 8 Repairs to the Police Department
- 3 Repairs to the Water Pollution Control Facility

Fleet:

- 195 Repairs to 96 different units (vehicles, apparatus & equipment)

Sewer:

- 5 Sewer Cleanout Services
    - 1 Inspections
    - 2 Preventive Maintenance Services – Installation
    - 1 Reactive Maintenance Services – Installation
    - 1 Sanitary Sewer Overflow Event
- 14 Gravity Main Services
    - 3 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
        - 160 Events
            - 1,416 Linear Feet Inspected
    - 6 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
        - 23,945 Linear Feet Cleaned
    - Routine Inspections
    - 2 Repairs
    - Routine Maintenance
- 24 Sewer Lateral Services
    - 2 Blockages Cleared
    - 6 Inspections
    - 2 Service Locate Requests
    - 6 Repairs
    - 3 Replacements
    - 2 Root Control Services

        - 3 Sanitary Sewer Overflow Events
    - 3 Manhole Services (flushing & repair)
    - Received/marked 319 Underground Service Alerts (USA's)

Signs & Marking:

- 15 Guide Sign Services
    - 14 Routine Maintenance Services
    - 1 Graffiti Removal Service
- 8 Object Marker Services
    - Routine Maintenance Services
        - 34 Markers Installed
- 9 Raised Pavement Marker Services
    - Repair/Replace Services
        - 440 Markers Repaired or Replaced
- 34 Regulatory Sign Services
    - 20 Routine Maintenance Services
    - 3 Graffiti Removal Service
    - 1 Vandalism Repairs
    - 4 Knockdown Repairs
    - 3 Installations
    - Surveying
- 3 Street Marking Services
- 18 Warning Sign Services
    - 7 Routine Maintenance Services
    - 2 Knockdown Services
- 2 Community Bulletin Board Updates

Storm Drain:

- 5 Gravity Main Services
    - 2 Inspections
    - 1 Preventive Maintenance HVVC Service
    - 2 Preventive Maintenance CCTV Inspections
        - 77 Linear Feet
- 1 Gutter Service Inspection
- 6 Lift Station Services
    - 4 Inspections
    - 2 Debris Clean Up
- 9 Inlet Point Services
    - 4 Illicit Discharges
    - 1 Hazardous Spill Response
    - Rain Duty
- Open Channel Maintenance/Inspection
- Storage Basin Inspection
- Quarterly Inspection

Streets:

- Road Edge Services
    - Weed Abatement
    - Curb & Gutter Spot Repair

        - 362 Linear Feet
    - Erosion Control
    - Fence Maintenance
        - 595 Linear Feet
    - Fixed Barrier Maintenance
        - 1,496 Linear Feet
- Hardscaped Median Maintenance
- Parking Lot Maintenance
    - Trash & Debris Clean-Up
- Sidewalk Path Services
    - Graffiti Removal
    - 4 Repair Services
        - 302.5 Square Feet
- 33 Road Services
    - 4 Base Failure Repairs
    - Bike Lane Sweeping
        - 10.2 Miles
    - 188 Pot Holes Patched
    - Skin Patch Service
        - 888 Square Feet
    - Crack Sealing
        - 167,764 Linear Feet
    - 3 Traffic Control Requests
    - 2 Spill Responses
    - Chip Seal Service
    - 2 Emergency Response Requests
    - Monument Lid Repair/Replacement
    - Slurry Seal Service
    - Sink Hole Response
    - Surveying
    - Trench Repair
        - 94 Square Feet
    - Trash & Debris Clean-Up
- Soundwall Graffiti Removal

Urban Forestry:

- 3 Hazardous Situation Responses
- 4 Inspections
- 9 Removals
- 3 Trees Planted
- 8 Stump Grinding Services
- Right-of-Way Clearance Services
- Small Tree Care
- Investigations

Water:

- Produced 269,899,9104 gallons of drinking water in March
- Received/marked 319 Underground Service Alerts (USA's)
- 19 Control Valve Services (exercise, locate, repair, replace, water turn off/on)

- 1 Backflow Investigation
- 6 Hydrant Services
    - 1 System Flush
    - 5 Repairs
- 65 Lateral Valve Services
    - 16 Leak Detection Services
    - 18 Locate Services
    - 3 Service Valve Box Installations
    - 6 Service Valve Replacements
    - 2 Water Quality Service Requests
    - 3 Service Valve Repairs
    - 14 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 21 Meter Services
    - 15 Meter Investigations
    - 4 Meter Repairs
    - 1 Meter Box Replacement
    - Residential Meter Reads
    - Meter Reads – Commercial Utility Accounts
- 5 Pressurized Main Services
- 59 Production Well Services
    - 19 Inspections
    - 27 Maintenance Services
    - Sampling
    - No3 Monitoring
    - Disinfection Procedures
    - Security Services

<u>Environmental Services</u>

General:

- Provided outreach materials on solid waste and recycling, composting, water conservation, storm water, rebates, and energy conservation at Arbor Day event, Master Gardeners' spring gardening event, and Water Conservation for Home and Garden Workshop.

Solid waste/recycling:

- Monitored C&D debris recycling for 78 active projects, processed 2 new projects, and closed out 5.
- Issued 1 citation for dumping of junk and debris.

Green waste:

- Issued 265 green waste violation notices, 31 code enforcement notices, and 4 citations. March green waste statistics show that 84% (856 tons) was collected in carts while 16% (162 tons) was collected in street piles.
- Conducted outreach to 24 realtors and property management companies to request improved compliance with green waste program guidelines.
- Processed rebates for 7 compost bins and 3 mulching mowers.

Water conservation:

- Conducted outreach in response to 9 water waste reports, and issued 4 code enforcement notices and 1 citation for persistent leaks.
- Sponsored March 31 workshop on Water Conservation for Home and Garden with Yolo County Resource Conservation District.
- Distributed 23 hose nozzles, 38 soil moisture meters, 61 toilet leak detection dye tablets, 52 adult water-wise kits (including information on household and landscape water conservation), and 12 kids' water-wise kits.

Storm water:

- Coordinated inspections of 19 projects with active Notices of Intent to construct.
- Issued 2 code violation notices related to storm water quality protection.

Water Pollution Control Facility

Laboratory

- Collected samples and performed over 300 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
- Collected additional samples for accelerated bioassay monitoring
- Monthly staff meeting/safety tailgate
- Submitted response letter to ELAP audit
- Revised/updated SOPs for Ammonia and electrical turbidity

Pretreatment

- Performed 60 Food Service Business inspection
- Performed 23 Automotive Related Business inspections
- Issued 1 NOV to an Automotive Related Business for failure to pump OSS
- Prepared & Delivered 7 Pretreatment Permit applications
- Performed 40 Business License review/inspections
- 45 Public education & outreach visits
- Performed 3 SWPPP inspections
- SSO/Illegal Discharge meeting
- Construction SWPPP coordination meeting
- Development Review Committee meeting
- 2 Plans reviewed for Building/CDD
- Monthly staff meeting/safety tailgate
- Regional Board SWPPP Training
- 3 call-outs for spills

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. FEMA is still reviewing the LOMR. It will be about two months before we expect to see results. Two sets of comments have been received from FEMA and have been responded to by Wood Rodgers. The last set of comments dealt with the 500-year flood limits and the condition of levees on Cache Creek. It is hoped that these will be the last set of comments before approval. FEMA has decided that this will be a physical map revision due to the size of the remapped area. We received an official notification from FEMA on their review process and we expect notification in 90 days provided they have no further questions. **The latest letter from FEMA indicates that they are planning on working on the Physical Map Revision (PMR) beginning in August 2010. This process will take 12 to 18 months before a new map could be finalized. The City is seeking help from our elected officials to seek the approval of the LOMR as requested, and then FEMA can follow its policy for the PMR while the LOMR will put the new map in effect for Flood Insurance purposes.**

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. Staff is looking into long-term planning options. Wastewater treatment long-term planning is underway.

The City of Woodland and the City of Davis are evaluating the feasibility of combining treatment into a regional facility.

On April 12, 2010, Mayor Skip Davies, Councilmember Bill Marble, City Staff and City's permit writing consultant Dan Rich met with senior staff from the Regional Water Quality Control Board (RWQCB). The purpose of this City requested meeting was to once again verify that boron, salt and selenium final limits will be in our waste discharge permit, and that these limits will cause the City to move to an improved water quality supply or other substantially more expensive treatment processes. We discussed all the conceivable alternatives and why improving our water quality supply is the least costly viable option. RWQCB made it clear that boron, salt and selenium final limits <u>will</u> be in our permit. RWQCB also said that they would enforce these limits with fines designed to eliminate all incentives in delaying moving forward and that the fines could be as high as $10 per gallon per day of wastewater we are not in compliance (at current flow; up to $60,000,000 per day). Under our current permit, each year we have to submit compliance reports on moving to an improved source water supply. If we delay for example 2 years and saved $11,000,000 in interest, the fines would exceed that amount to eliminate any monetary incentive to delay implementation of salt reduction.

Project: <u>Flood Protection</u> (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. The PMP is under Corps and DWR review. A tour with the Corps has been scheduled for April 1st at 9:00 starting with a meeting in the Council Chambers and a tour of the project area. **The Tour was very successful and the Corps and DWR are working on the PMP. The FY2011 budget request has been increased to $500,000.**

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. The RCD agreement should be signed in February. Still working with RCD on the agreement, City Attorney Andrew Morris has reviewed the agreement from the City's perspective and we are waiting for a response from the RCD.

Project: Surface Water Program (DD)

Status: The Joint Powers Authority for executing and overseeing the Davis-Woodland Water Supply Project is the Woodland-Davis Clean Water Agency. Agency Board meeting times were changed and are now scheduled to be held on the third Thursday of each month from 2:00 to 4:00 pm. Meeting locations alternate between the Woodland and Davis City Halls. The new project website at wdcwa.com contains the meeting agendas and any notices for variations in meeting schedules or locations. The current focus on the project includes finalizing the pending 1994 water rights permit **evaluation and selection of a river intake option, and** recruitment and selection of the Agency General Manager. **General Manager applicants are currently under review and a Board action for final selection is anticipated for the June Board meeting. The current Agency focus also includes** pursuit of Federal and State supplemental funding opportunities, further analysis and development of innovative facility procurement options, and further development and implementation of community outreach and education opportunities.

What's Next: The next Authority meeting is scheduled for **May 20th**, at 2:00pm, to be held at the City of **Davis** Council Chambers.

Project: Replace Elevated Storage Tank (DB/AO)

Status: The project is **95**% complete. Steel structure has been painted.

What's Next: **Tank will be connected to the system one the Beamer pipeline is built and the tank has been water tested and disinfected. Tank will likely be on line by the end of June.**

Tank art work price came in much more expensive than anticipated. Staff is looking into other sources of funding for this work.

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.

The SCADA system and water-meter radio systems are totally separate operating systems. The water-meter radio system collects data via radio signals from the individual water-meters, sends it to a central location where the data is compiled, and then forwarded to our finance department for inclusion in customer's water bills. SCADA, on the other hand, is used to coordinate the functional workings of the City water system; including the storage tank and all 18 of our wells.

SCADA:

1. Allows the wells to operate in a coordinated manner so as to keep the tank at a near full condition to improve water pressure throughout the day.
2. Continuously monitor nitrate levels in our pumped groundwater to assure that it meets regulatory water quality standards without fail.
3. Monitors wells for operational readiness and physical condition.
4. Allows for the most efficient wells to be operated most frequently reducing overall pumping costs.
5. Monitor security issues

What's Next: **City has received bids and will go to City Council on May 18th for bid award. System should be operational by June 2011**.

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. City staff had a meeting with representative of CDPH (California Department of Public Health) who now have determined that the City may stay with the upper

limit of 1600 for electrical conductivity. City is now updating the design for Well 22 for this change.

What's Next: Contractor has returned to Well 22 to complete development of the well. Above-ground construction in progress on Well 15.

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 has been 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. Council awarded the contract on January 19, 2010.

What's Next: This work is currently under construction.

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 **or 2012 depending on the final approved Capital Improvement Plan that is currently under development.**

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 65% complete.

We are perusing the 5-year update to the Urban Water Management Plan. There have been changes in State mandates for conservation and several of those items will need to be reflected as new action items in the new Urban Water Management Plan that will be completed this Fiscal Year. We do not have a list of these action items because it is still not determined what needs to be included and how it should be best implemented. We believe that ultimately citywide metering will lead to a significant (15% +/-) water use reduction and this was considered in

setting our current rate structure. It was important to consider the conservation use reduction to make accurate predictions of capital and water use operation costs and revenue projections for the water rates. Conservation is important to both minimize impact to the environment and to keep long-term operational and capital costs as low as possible.

The due date has been extended by the State to 7/1/11.

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 **has been** amended to reflect the expected 15% water conservation that should occur with the City being fully metered.

What's Next: **Draft of the study has been submitted to the City and City staff is currently reviewing and commenting on this document.** 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. Staff also discussed the permitting requirements for the transfer with CDPH. CDPH staff expressed support for consolidating water systems, i.e. City running the water supply system at the County jail.

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**.** We have met with CDPH. **City will have CDPH staff visit the well site and make recommendations as part of the approval process.**

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. **Work is proceeding within budget.**

Phase 1 metering involved about 5,000 water users and this work was recently completed. It included putting automated meter reading (AMR) equipment on existing meters of businesses as well as homes built post 1991. Phase 1 work is essentially completed

Phase 2 metering is for installing meters plus AMR on all the remaining 10,000 properties. In addition to installing water meters, many water service lines from water mains will need to be replaced due to their poor condition. Funding is provided by federal stimulus fund of $14.8M (half low interest loan and half grant) plus $2.3M in City Water Enterprise Funds. Staff successfully worked with the State to allow City share to be used last and not first which is normal and was previously required. Project is 10% complete; staff attended training session with CDPH on claim reporting. **Staff is working to modify some of the older meter registers so more accurate data can be obtained to help homeowners with determining if they have leaks in their water plumbing system.**

What's Next: Staff to submit updated budget to CDPH. Staff will also submit quarterly report as indicated in the funding agreement to CDPH. **Staff is now working on obtaining reimbursements from the State for costs incurred for construction and staff time.**