Public Works Department

Monthly Status Report

Summary – February 2010

Confined Space Flow Meter Repair

| For the Month of February 2010 | | |
|---|---|---|
| **Division** | **Service Requests** | **Work Orders** |
| Administration | 376 | |
| Electrical | 33 | 118 |
| Facilities | 52 | 53 |
| Fleet | | 149 |
| Sewer | 18 | 51 |
| Signs & Markings | 3 | 83 |
| Storm Drain | 10 | 61 |
| Streets | 16 | 23 |
| Trees | 12 | 49 |
| Water | 486 | 214 |
| **Grand Total** | 1,006 | 801 |

**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 2/28/2010 |
| **1,500** |

With **1,006 Service Requests received**, Public Works crews handled **801 Work Orders** for the month of February. They included:

## Operations & Maintenance

*Administration:*

- The administration team received 1,006 Service Requests; 376 of which were handled through the front desk, and the other 630 requests were distributed to the appropriate division. (see chart above)
    - 32 Backflow Notifications were mailed to responsible parties regarding testing requirements
    - 237 Underground Service Alert (USA's) requests processed

*Electrical:*

- 30 Street Light Work Orders
    - 27 Street Light Services
    - 2 New Installations
    - 1 Repair
- 22 Traffic Signal Repairs
    - 9 Miscellaneous Services
    - 1 Turned Signal Head Repair
    - 3 Pole Knockdown Repairs
    - 8 Signal Repairs
    - 1 Timing Check
    - Annual Loop Testing

- 9 Facility Electrical Service Requests
- 2 Parks Facility Service Repairs
- 35 Water Pollution Control Facility Service Requests
- 4 Lift Station Instrument Calibration Service Requests
- 9 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 237 Underground Service Alerts (USA's)

*Facilities:*

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

*Fleet:*

- 149 Repairs to 105 different units (vehicles, apparatus & equipment)

*Sewer:*

- 13 Sewer Cleanout Services
    - 5 Inspections
    - 2 Preventive Maintenance Services – Installation
    - 3 Reactive Maintenance Services – Installation
    - 1 Repair
    - 2 Replacements
- 16 Gravity Main Services
    - 4 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
        - 534.2 Linear Feet Inspected
    - 4 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
        - 1,060 Linear Feet Cleaned
    - 2 Routine Inspections
    - 2 Repairs
    - 3 Blockages Cleared
    - Routine Maintenance
- 19 Sewer Lateral Services
    - 9 Inspections
    - 3 Service Locate Requests
    - 1 Repair
    - 1 Replacement
    - 1 Root Control Service
    - 2 Sanitary Sewer Overflow Events
        - 1City Infrastructure Failure
        - 1Private Property Infrastructure Failure
    - 1 Sanitary Sewer Overflow Follow Up Service
    - Routine Maintenance
- 1 Manhole Services (flushing & repair)

- 1 Manhole Inspection
- Received/marked 237 Underground Service Alerts (USA's)

*Signs & Marking:*

- 13 Guide Sign Services
    - 13 Routine Maintenance Services
- 3 Object Marker Services
    - 2 Routine Maintenance Services
        - 11 Markers Installed
    - 1 Knockdown Repair
- 39 Regulatory Sign Services
    - 27 Routine Maintenance Services
    - 4 Graffiti Removal Service
    - 1 Vandalism Repairs
    - 2 Knockdown Repairs
    - 1 Installation
    - Surveying
- 3 Street Marking Services
- 18 Warning Sign Services
    - 10 Routine Maintenance Service
    - 1 Installation
    - 5 Graffiti Removal
    - 1 Vandalism Repair
    - Surveying
- 2 Community Bulletin Board Updates

*Storm Drain:*

- 35 Gravity Main Services
    - 34 Preventive Maintenance CCTV Inspections
        - 6,744 Linear Feet
- 1 Gutter Service
    - Mud Clean-up
- 9 Lift Station Services
    - 4 Inspections
    - 2 Debris Clean Up
- 13 Inlet Point Services
    - 2 Inspections
    - 2 Illicit Discharges
    - 2 Hazardous Spill Responses
    - Rain Duty
    - Repairs
- Open Channel Maintenance/Inspection
- Storage Basin Inspection

*Streets:*

- Road Edge Services
    - Weed Abatement
- Parking Lot Maintenance
- Sidewalk Path Services
    - 1 Repair Service

- 19 Road Services
    - 332 Pot Holes Patched
    - 1 Skin Patch Service
    - Crack Sealing
        - 38,584 Linear Feet
    - 2 Traffic Control Requests
    - Spill Response
    - Sink Hole Response
    - Surveying
    - Trash & Debris Clean-Up

*Urban Forestry:*

- 9 Hazardous Situation Responses
- 5 Inspections
- 9 Removals
- 4 Trees Planted
- 13 Stump Grinding Services
- Small Tree Care
- Investigations

*Water:*

- Produced 204,029,944 gallons of drinking water in February
- Received/marked 237 Underground Service Alerts (USA's)
- 14 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 1 Backflow Investigation
- 5 Hydrant Services
    - 2 Maintenance Services
    - 3 Repairs
- 70 Lateral Valve Services
    - 21 Leak Detection Services
    - 25 Locate Services
    - 10 Service Valve Replacements
    - 2 Service Valve Repairs
    - 4 Water On/Off Services (Finance, Contractor, Homeowner Request)
    - 188 Shut Offs – Delinquent Water Bills
        - 178 Residential Accounts
        - 10 Commercial Accounts
- 51 Meter Services
    - 8 Meter Investigations
    - 1 Maintenance Service
    - 40 Meter Repairs
    - 1 Meter Box Replacement
    - Residential Meter Reads
    - Meter Reads – Commercial Utility Accounts
- 10 Pressurized Main Services
- 56 Production Well Services
    - 19 Inspections
    - 31 Maintenance Services
    - Sampling
    - No3 Monitoring

- Disinfection Procedures
- Security Services

**Environmental Services**

General:

- Presented conservation topics to 20 3rd-6th grade Nature Bowl participants and 30 7th-12th grade Green Living Youth Conference participants, and distributed recycled rulers, recycling calendars, and solid waste and water conservation literature.
- Facilitated coordination between Sac-Yolo Mosquito and Vector Control District and Center for Natural Lands Management regarding treatment of Woodland habitat preserve properties for vector control.

Solid waste/recycling:

- Monitored C&D debris recycling for 85 active projects, processed 5 new projects, and closed out 12.
- Researched/planned pharmaceutical drop-off event.

Green waste:

- Issued 297 green waste violation notices, 18 code enforcement notices, and 3 citations. February green waste statistics show that 72% (499 tons) was collected in carts while 28% (191 tons) was collected in street piles.
- Processed rebates for 2 composters and 2 chippers.

Water conservation:

- Conducted outreach or issued violation notices related to 3 water-waste issues.
- Coordinated March 31 water conservation workshop preparations with Yolo County Resource Conservation District, exhibitors, and presenters.

Energy:

- Planned with Yolo County and other municipalities on implementation of the CaliforniaFIRST energy efficiency retrofit financing program.

**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
- Started work on response letter to ELAP audit
- Revised/updated SOPs for pH and electrical conductivity

Pretreatment

- Performed 18 Food Service Business inspection
- Performed 1 Automotive Related Business inspections
- Issued Notice of Violation to PGP International
- Issued NOV to Automotive Related Business
- Referred 2 Food Service Businesses to Code Enforcement as follow-up to NOVs issued last month
- Delivered 20 Pretreatment Permit applications
- Performed 20 Business License review/inspections
- 46 Public education & outreach visits
- Performed 18 SWPPP inspections
- Local Limits Update project kick-off with Eco Logic Engineering (all staff)
- SSO/Illegal Discharge meeting
- Development Review Committee meeting
- 1 Plan Review for Building/CDD
- Monthly staff meeting/safety tailgate
- CPR training
- 2 call-outs for spills, etc.

## 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.**

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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. 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.**

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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. 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.**

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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. 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.

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

**Status:** The newly formed Joint Powers Authority for executing and overseeing the Davis-Woodland Water Supply Project is formally named The Woodland-Davis Clean Water Agency. Agency Board meetings are scheduled to be held on the third Thursday of each month from 3:00 to 5:00 pm. Meeting locations alternate between the Woodland and Davis City Halls. The project website will post 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, recruitment and selection of the Agency General Manager (currently an advertised recruitment) and Secretary, 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 March 18th, at 3:00pm, to be held at the City of Davis Council Chambers.

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**Project:** Replace Elevated Storage Tank (DB/AO)

**Status:** The project is 90% complete, contractor waiting for favorable weather and Council decision to paint the steel structure.

**What's Next:** **The steel erection is completed; structure is being painted and old tank will be decommissioned once new tank is operational. Tank art will be done by change order since contractor will now have not have to remobilize to do the art work.**

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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. The design is 100% complete.

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:** **SCADA is currently out for bid. Bid date is scheduled for April 22, 2010. System should be operational by June 2011.**

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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. 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.**

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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 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 warded the contract on January 19, 2010.

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

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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 **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. Staff to schedule a meeting with all stake-holders to touch base.

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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 **mid** 2010.

**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. 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.** CDPH staff to visit well site and make recommendations.

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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.

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.

**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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