

Public Works Department Monthly Status Report Summary – April 2011

For the Month of April 2011		
Division	Service Requests	Work Orders
Administration	729	
Electrical	71	76
Environmental Services		49
Facilities	36	43
Fleet		106
Sewer	23	119
Signs & Markings	4	59
Storm Drain	3	10
Streets	28	56
Urban Forestry	47	27
Water	488	233
Grand Total	1,429	778

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 2011			
Through 4/30/2011			
Service Requests	Work Orders Complete		
5,487	3,758		

With **1,429 Service Requests received**, Public Works crews handled **778 Work Orders** for the month of April. They included:

Operations & Maintenance

Administration:

- The administration team received 1,429 Service Requests; 729 of which were handled through the front desk, and the other 700 requests were distributed to the appropriate division. (see chart above)
 - 43 Backflow Notifications were mailed to responsible parties regarding testing requirements
 - ◆ 285 Underground Service Alert (USA's) requests processed
 - 153 Delinquent Water Shut-Off's
 - 144 Residential Accounts
 - 9 Commercial Accounts

Electrical:

- 3 Lift Station Work Orders
- 10 Street Light Work Orders
 - Group Lamp Change Out
 - ♦ 6 Street Light Services
 - ◆ 1 Locate Electrical Line Request

- 1 Damaged Fixture Repair
- ◆ 1 Handhole Cover Repair
- 13 Traffic Signal Repairs
 - ♦ Bi-Monthly Check
 - Conflict Monitor Testing
 - 1 Damaged/Exposed Wiring Work Order
 - ◆ 1 Installation/Upgrade
 - ◆ 1 Locate Electrical Line Request
 - ♦ 8 Signal Repairs
- 2 Facility Service Requests
- 22 Park Facility Service Requests
- 11 Water Pollution Control Facility Service Requests
- 10 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 285 Underground Service Alerts (USA's)

Environmental Services:

- 44 Green Waste Investigations
- 1 Public Nuisance Investigation
- 4 Water Conservation Service Requests
 - ♦ 3 Metered Consumption Investigations
 - 1 Water Conservation Investigations

Facilities:

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

Facilities has a backlog of 40 Service Requests

Fleet:

• 236 Work Order Repairs to 106 different units (vehicles, apparatus & equipment)

Sewer:

- 25 Sewer Cleanout Services
 - 2 Inspections
 - ◆ 18 Preventive Maintenance Services Installation
 - ♦ 5 Repairs
- 60 Gravity Main Services
 - 1 Blockage Cleared
 - 3 Inspections
 - 48 Preventive Maintenance Service Utilizing the CCTV (Closed Circuit Television)
 - 901 Events
 - o 11,208 Linear Feet Inspected
 - 4 Preventive Maintenance service utilizing the HVVC (High Velocity Vacuum Truck)
 - 6,238 Linear Feet Cleaned

- 4 Repairs
- Routine Inspection
- Routine Maintenance
- 22 Sewer Lateral Services
 - 2 Blockages Cleared
 - ♦ 5 Inspections
 - ♦ 7 Service Location Requests
 - ◆ 1 Preventive Maintenance Service utilizing the CCTV
 - ◆ 4 Lateral Line Replacement
 - 5 Sanitary Sewer Overflow Events
 - 2 Private
- 9 Manhole Services (flushing/repair/inspection)
- Received/marked 285 Underground Service Alerts (USA's)

Signs & Markings:

- 1 Departmental Duty Services
 - ◆ 1 Banner Service
- 5 Guide Sign Services
 - ♦ 5 Routine Maintenance Services
 - 8 Signs
- 4 Object Marker Services
 - ◆ 4 Routine Maintenance Services
 - 1 Marker
- 27 Regulatory Sign Services
 - ♦ 1 Cleaning Service
 - ◆ 1 Graffiti Services
 - 2 Signs
 - ♦ 3 Knockdown Repairs
 - ♦ 19 Routine Maintenance Services
 - 31 Signs
 - Surveying
- 20 Street Marking Services
 - ◆ 1 Curb Painting Service
 - 31,299 Linear Feet
- 2 Warning Sign Services
 - 1 Sign Cleaning Service
 - ♦ 1 Survey

Storm Drain:

- 3 Gravity Main Services
 - 2 Inspections
 - ◆ 1 Replacement
- 1 Gutter Service
 - ◆ 1 Illicit Discharge
- 4 Inlet Point Services
 - ♦ 2 Illicit Discharges
 - ♦ 2 Inspections
- 1 Lift Station Service
 - Pump Replacement
- Open Channel Maintenance/Inspection

Streets:

- Road Edge Services
 - Curb & Gutter Spot Repair
 - 87 Square Feet
 - Fixed Barrier Maintenance
- Parking Lot Services
 - Maintenance
 - Skin Patch Service
 - 200 Square Feet
- Sidewalk Path Services
 - ◆ Graffiti Removal
 - ◆ 11 Spot Repair Service Requests
 - 137 Square Feet
 - Trash & Debris Clean-Up
- 37 Road Services
 - ♦ 7 base Failure Repairs
 - 5,967 Square Feet
 - Bike Lane Sweeping
 - 10 Miles
 - Crack Sealing
 - 10,130 Linear Feet
 - Pot Hole Patching
 - 43 Pot Holes Patched
 - 2 Road Grading Services
 - ◆ 1 Sink Hole Response
 - ♦ 3 Skin Patch Services
 - 1,634 Square Feet
 - 2 Spill Responses
 - Surveying
 - ◆ Traffic Control
 - Trash & Debris Clean-Up

Urban Forestry:

- 8 Hazardous Situation Responses
- 1 Tree Planting
- Tree Pruning's
 - ♦ 17 Trees
- 4 Trees Removed
- Small Tree Care
- Right of Way Clearing
- Inspection
- Investigation
- Stump Grinding

Water:

- Produced 295,370,220 gallons of drinking water in April
- Received/marked 285 Underground Service Alerts (USA's)
- 1 Backflow Investigation

- 13 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 2 Enclosed Storage Facility Services
 - ♦ 1 Maintenance Service
 - ♦ 1 Pressure Reading
- 9 Hydrant Services
 - 2 Hydrant Flushing Services
 - ♦ 3 Maintenance Services
 - ♦ 3 Repair Services
 - 1 Replacement Service
- 3 Lateral Line Services
 - ♦ 3 Line Location Services
- 40 Lateral Valve Services
 - 9 Leak Detection Services
 - ♦ 15 Locate Services
 - ♦ 2 Valve Replacement Services
 - 11 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 51 Meter Services
 - ♦ 33 Meter Investigations
 - ♦ 5 Meter Repairs
 - ♦ 7 Meter Maintenance Services
 - 2 Meter Box Replacements
- 2 Pressurized Main Services
- 110 Production Well Services
 - ♦ 19 Inspections
 - ♦ 80 Maintenance Services
 - Sampling
 - No3 Monitoring
 - Disinfection Procedures
 - Security Services

Environmental Services

General:

 Distributed literature and answered resident questions about water meters and water conservation, green waste program guidelines, waste reduction and recycling, and storm water pollution prevention at the Yolo County Master Gardeners Spring Gardening Workshops, the Downtown Sidewalk Sale, the Master Gardeners spring composting workshop, Earth Day events at Woodland Community College and Head Start, and Día de los Niños.

Solid waste/recycling:

- Monitored C&D debris recycling for 64 active project units. Opened 2 new projects and closed out 4, all of which met the diversion requirement.
- Co-sponsored the annual Bulky Waste Collection, at which 700 vehicle trips were logged delivering an estimated 38 tons of recoverable/recyclable wood, metal, plastic, and cardboard items; 37 tons of bulky waste; 1,097 tires; and over 12 tons of e-waste.
- Distributed recycling and waste reduction materials at public events: 160 recycling activity booklets and coloring books and 70 sets of recycle-theme stickers, 70 recycled-content rulers and 80 Woodland Recycles pens, 40 Woodland Recycles tote bags, 85 calendars, and 80 recycle-theme bookmarks with embedded seeds.

Green waste:

- Issued 186 green waste violation door hangers and conducted 44 code compliance follow-ups for illegal piles/pile content. April green waste statistics show that 80% (933 tons) was collected in carts while 20% (238 tons) was collected in street piles.
- Processed 7 compost bin and 2 mulching mower rebates.
- Distributed 55 composting guides, 15 pesticide management guides, and 19 free compost bins to workshop attendees and Woodland Community College classes.

Water conservation:

- With Yolo County Resource Conservation District, held a community workshop on Landscaping for Water Conservation with approximately 60 attendees.
- Provided on-site troubleshooting assistance at 2 residences with excessive metered water use/evidence of leaks.
- Distributed 100 brochures on indoor and outdoor water conservation; 45 hose nozzles; 50 moisture meters; 10 toilet-leak dye tablet packets; and 500 kids water conservation items, including water conservation and stormwater activity booklets, water conservation sticker sets, and activity kits.
- Issued 1 rebate for a weather-based irrigation controller.

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.
- Collected/tested numerous additional samples and continued to work closely with Operations to troubleshoot and resolve issues with the UV disinfection system.
- Kept Regional Board staff up to date on our efforts to resolve issues with UV disinfection system.
- Completed annual QC testing, submitted results to SWRCB.
- WIMS implementation and training, April 12 15th.
- Prepared monthly Discharge Monitoring Reports and electronic Self-Monitoring Reports; submitted to the Regional Water Quality Control Board (RWQCB).
- Collected samples and performed 150 regulatory compliance tests for potable water.

Pretreatment

- Inspections
 - ◆ Auto Related Businesses 1
 - ♦ Food Service Business 17
 - ◆ Business of Concern 1
- Plan review for Building/CDD 3
- Permit applications or permits 15
- Public education & outreach visits 13

- FOG (WEF English/Spanish) brochures mailed in the month of April to approximately 14,700 COW water/sewer users via their utility bill.
- FOG Pan to Can brochures and can lids handed-out at COW/Historic Woodland Downtown Business Association Spring Sidewalk Event.
- FOG Pan to Can brochures and can lids handed-out at Día De Los Niños event.
- FOG Pan to Can outreach/ads placed with Daily Democrat and to run twice in May newspaper, and in June Around Town publication.
- Pollution Prevention Program web page created for City web site.
- Call-outs for spills/illicit discharges: 2
- Admin Citations Issued: 1
- Quarterly Local Limits monitoring
- Reviewed 1 SIU self-monitoring report
- SSO/Illicit Discharge Meeting
- Development Review Committee meeting
- City GIS Training
- Monthly staff meeting/safety tailgate
- WPCF Safety Committee meeting

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

(AO) Akin Okupe, Senior Civil Engineer

(CO) Clara Olmedo, Associate Civil Engineer

(MS) Mark Severeid, Lab Supervisor

Project: Yolo Bypass/City Storm Flows (MC)

Status: The information was sent in for publication in the Federal Register on

January 7, 2011. The notification was published in the Federal Register on May 10, 2011. Two notifications were printed in the Daily Democrat and Sacramento Bee, the first was May 24 and the second on May 31. This will start the formal 90 day Appeal Process for the PMR. After the appeal process is finished in August 29, 2011 assuming, the map will be finalized, publication in the Federal Register

will be done, and the map will become effective 180 days after

publication of the map in the Federal register.

What's Next: After the appeal period ends in August, any corrections will need to

be made before the map can be finalized. These delays have

pushed back the effective date to May of 2012,

Project: Wastewater Treatment Plant/NPDES Permit (5 Year Renewal) (MS/DB)

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.

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 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 will be in our permit. RWQCB also said that they would enforce these limits with fines to eliminate all incentives to delay moving forward and that fines could be as high as \$10 per gallon per day of wastewater not in compliance (at current flows the fines would be 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 incentive to delay implementation of salt reduction.

In July **2010**, staff met again with RWQCB staff to discuss the recent establishment of Selenium discharge limits and the process for requesting a 5 year Time Schedule Order (TSO) for compliance (to place minimum mandatory fines in abeyance) since we're pursuing completion of the surface water project. Woodland will experience minimum mandatory fines of up to \$12K per month. To date, the WPCF has 4 selenium violations and anticipates getting a Notice of Violation from the RWQCB soon. This will trigger the Mandatory Minimum Penalty stage of the violation process and will continue until the TSO is submitted and adopted by the RWQCB, in the August of 2011.

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 evaluated the feasibility of combining treatment into a regional facility. The City of Davis is pursuing their own treatment facility. Both cities will continue to look for ways to work together when in the mutual interest of both cities. The City of Woodland will be updating the long-term facility plan for the Water Pollution Treatment Facility.

Project: Flood Protection (MC)

Status: The Final Cost Sharing Agreement was presented to the Central Valley

Flood Protection Board meeting of February 25, 2011. Then the

documents will be sent the Corps District HQ in San Francisco for review

and signature. The Corps has signed the Final Cost Sharing

Agreement in the last week of May.

What's Next: After Corps District HQ in San Francisco approval in early June the

Feasibility Study can begin. The Final 2011 budget has been approved but the final appropriation fund amount (\$100,000 or \$500,000) has not been released from Washington. **There is no appropriation in the 2012 Federal Budget.** The initial study action will be to seek Corps approval of the hydrology developed for Cache Creek by FloodSafe Yolo. This will allow the Study to explore flood solutions that may

involve modification of the Cache Creek Settling Basin.

Project: Storm Drainage Enterprise Operation (MC)

Status: The RCD is developing the plan for the East detention Pond and

beginning a control program for management and eradication of invasive non native plants that have begun to occupy the site (tamarisk trees and pepper weed). The vegetation program in Storz Pond and around Fire

Station 3 is proceeding well and greened up with the fall rains.

What's Next: The RCD has developed the site plan using native salt tolerant

vegetation, and management of the existing vegetation. Native seed collection has been done and the adapted plant will be grown out over the winter. A draft plan for the East Detention Pond was received in December and is under review. A broad leaf weed control program will

be started in March for Storz Pond.

Project: Surface Water Program (DB)

Status: The Woodland-Davis Clean Water Agency (Joint Powers Authority or

JPA) is overseeing the Davis-Woodland Water Supply Project. Agency Board meeting times are currently held quarterly. 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 Agency focus 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.

Summer water purchase, land easements and use of the Sacramento River Intake agreements have been signed.

On April 15th the JPA received 5 responses to the Request for Qualifications. Responses are from experienced high quality firms. The 5 have been narrowed down to 3. Those three will be invited to Participate in the Request for Proposal phase of procurement.

What's Next:

Focus is now on the Design-Build-Operate (DBO) "Request for Proposal" process and clearing up land acquisition for the intake site and water treatment plant site.

Project:

Supervisory Control and Data Acquisition (SCADA) (DB/AO)

Status:

SCADA contract has been awarded to Auburn Constructors and work has commenced. Work should be completed by summer 2011. Ecologic Engineering Inc. is the construction management firm and did an independent review of the design. FCC license has been obtained. Work has proceeded very well and smoothly.

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:

- 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
- 6. SCADA is also needed to coordinate the groundwater pumping with the planned surface water supplies scheduled for 2016.

What's New:

Work began September 2010. System should be operational by end of July 2011.

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: Additional modeling is being done to determine best location of ground

level tanks to blend surface water throughout the city. Water system calibration work was done in September 2010 which will allow the

modeling to be more accurate.

Draft of study has been submitted to the City and City staff has commented on this document. Focus Study will be finalized once we get the results from a separate evaluation done on how best to blend and move the surface water throughout the City. This study may affect tank sizing and location. Modeling is also being done to determine the size and location of water transmission lines and tanks for the Surface Water Supply Project. To maximize the use of our future Sacramento River water we plan on in the winter injecting surplus treated water into our groundwater wells. This will both recharge the groundwater and improve the groundwater quality so we can pump it back out during summer peak day periods. This work is underway.

Project: Meter Implementation Phase 2 (DB/AO)

Status: City staff received grant funding to install meters on 10,000 houses in the

City. Council awarded contract to Teichert Construction, notice to proceed was issued on September 17, 2009. A construction management firm has been selected to manage the project.

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. Actual water consumption based billing began for Phase 1 meter users in December 2010.

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 85% complete; staff attended training session with CDPH on claim reporting. Staff hopes to both completed the work and keep most

of the cost within the federal stimulus fund so as to minimize the utilization of the \$2.3M in City Water Enterprise Funds. Staff has completed the modification work that was needed on 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. By **end of July** 2011 Phase 2 meters should be installed, except possibly for a few condominium and parks that may take a little bit longer.

What's Next:

Staff has been submitting quarterly report as indicated in the funding agreement to CDPH. Staff is continuing to work with the State to obtain grant/loan reimbursement funding checks for costs incurred for construction and staff time.

Project: Well #1 Replacement (CO)

Status: The new Yolo County Courthouse project will displace the existing

location of Well #1. Construction of a new well to replace existing Well 1 will need to be completed prior to construction of the new courthouse that is scheduled to begin December 2011. The new site for the new well location has been selected to be in the northeast area of Freeman Park in an area of minimal impact to the area normally used by park visitors. West Yost has completed design for the well drilling. The well that will replace Well #1 will be called Well #28. Bids were received for below ground construction; award is pending Council approval

June 7th.

What's Next: Construction of below ground well drilling is anticipated to begin

late June 2011. The above ground pump station is planned to be bid

summer 2011 and Well #28 completed by April 2012.

Project: First New Ground Level Tank and Booster Pump Station (AO/DB)

Status: The City has a deficit in water storage of about 3 million gallons and about 6,000 gallon per minute deficit in water pumping capacity. This

project will significantly reduce these problems.

Letters went out to residences located within 300 feet of the tank site as well as those adjacent to the park to invite them to a public meeting. The meeting was held on March 16th at the Community Center. Only one person showed up and he was supportive of the project. On April 25 this project was presented to the Parks Commission who approved its

location on a vote of 4-0 in favor of the project.

What's Next: Water modeling has been done to confirm the best location for the tank to address hydraulic deficiencies and to optimize the distribution of the

higher quality water that will result from the surface water supply project.

The project will be located at the west end of David Douglass Park. The CEQA process is underway.

Project: East Street to Pioneer 36" Water Main (MC/CO)

Status: City is coordinating with four Spring Lake area developers to install a 36"

water main instead of constructing a 12 inch water main that was part their obligation to front their developments in order for the City to save

money and to meet the needs of the surface water project

What's Next: The scope of the project has changed to include the pipeline from

Pioneer to Road 102 and the future connection the Regional Water

Supply Project.