

# Public Works Department Monthly Status Report Summary – January 2010



**Confined Space Flow Meter Repair** 

For the Month of January 2010			
Division	Service Requests	Work Orders	
Administration	436		
Electrical	39	86	
Facilities	46	47	
Fleet		117	
Sewer	9	82	
Signs & Markings	2	76	
Storm Drain	43	33	
Streets	34	32	
Trees	30	49	
Water	599	177	
Grand Total	1,238	699	

**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 1/31/2010

699

With **1,238 Service Requests received**, Public Works crews handled **699 Work Orders** for the month of January. They included:

# **Operations & Maintenance**

#### Administration:

- The administration team received 1,238 Service Requests; 436 of which were handled through the front desk, and the other 802 requests were distributed to the appropriate division. (see chart above)
  - ◆ 26 Backflow Notifications were mailed to responsible parties regarding testing requirements
  - ◆ 256 Underground Service Alert (USA's) requests processed

# Electrical:

- 30 Street Light Work Orders
  - ◆ 27 Street Light Services
  - 1 New Installation
  - 1 Repairs
  - Asset Management
- 38 Traffic Signal Repairs
  - ♦ 14 Miscellaneous Services
  - 4 Turned Signal Head Repairs
  - 1 Power Loss Repair
  - 1 Pull Box Repair/Replacement
  - ◆ 16 Signal Repairs

- 1 Timing Check
- 1 UPS Maintenance Service
- ♦ 4 Vandalism Repair
- 6 Facility Electrical Service Requests
- 6 Lift Station Instrument Calibration Service Requests
- 6 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 256 Underground Service Alerts (USA's)

# Facilities:

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

#### Fleet:

• 117 Repairs to 81 different units (vehicles, apparatus & equipment)

# Sewer:

- 6 Sewer Cleanout Services
  - 2 Inspections
  - ◆ 2 Preventive Maintenance Services Installation
  - 2 Reactive Maintenance Services Installation
- 51 Gravity Main Services
  - ◆ 39 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
    - 10,926.5 Linear Feet Inspected
  - 8 Preventive Maintenance services utilizing the HVVC (High Velocity Vacuum Truck)
    - 24,989 Linear Feet Cleaned
  - 2 Routine Inspections
  - Routine Maintenance
- 24 Sewer Lateral Services
  - 7 Inspections
  - ◆ 7 Preventive Maintenance services utilizing CCTV (Closed Circuit Camera Inspections)
  - 1 Replacement
  - 2 Root Control Services
  - ♦ 4 Sanitary Sewer Overflow Events
    - 2 City Infrastructure Failure
    - 2 Private Property Infrastructure Failure
  - ◆ 1 Sanitary Sewer Overflow Follow Up Service
  - Routine Maintenance
- 1 Manhole Services (flushing & repair)
- 1 Manhole Inspection
- Received/marked 256 Underground Service Alerts (USA's)

# Signs & Marking:

- 13 Guide Sign Services
  - ◆ 11 Routine Maintenance Services
  - Routine Surveying
  - Street Name Sign Creation
- 9 Object Marker Services
  - ♦ 8 Routine Maintenance Services
    - 37 Markers Installed
  - ◆ 1 Knockdown Repair
- 41 Regulatory Sign Services
  - ◆ 24 Routine Maintenance Services
  - ♦ 8 Graffiti Removal Service
  - 2 Vandalism Repairs
  - Surveying
- 10 Warning Sign Services
  - ♦ 7 Routine Maintenance Service
  - 2 Installations
  - ♦ 1 Graffiti Removal

## Storm Drain:

- 4 Gravity Main Services
  - ♦ 3 Preventive Maintenance HVVC Inspections
    - 8,534 Linear Feet
  - ◆ 1 Preventive Maintenance CCTV Inspections
    - 62 Linear Feet
- 3 Gutter Services
  - ♦ 2 Inspections
  - ◆ 1 Mud Clean-up
- 5 Lift Station Services
  - 2 Inspections
  - ◆ 2 Debris Clean Up
- 18 Inlet Point Services
  - 8 Inspections
  - ♦ 2 Illicit Discharges
  - Rain Duty
- Open Channel Maintenance/Inspection
- Storage Basin Inspection

# Streets:

- Road Edge Services
  - ◆ 3 Curb & Gutter Repair
    - 13 Linear Feet
  - Shoulder Maintenance
    - 15,882 Linear Feet
  - Erosion Control
    - 69,955 Square Feet
    - 3,675 Linear Feet
- Hardscape Median Maintenance
- 11 Sidewalk Path Services
  - 9 Graffiti Removals

- ◆ 2 Grinding Services
  - 21 Linear Feet
- 14 Road Services
  - ♦ 716 Pot Holes Patched
  - 1 Skin Patch Service
  - Crack Sealing
    - 34,344 Linear Feet
  - ◆ 5 Traffic Control Requests
  - Trash & Debris Clean-Up
- Soundwall Graffiti Removal Service

# Urban Forestry:

- 15 Hazardous Situation Responses
- 3 Inspections
- 3 Tree Abatements
- 15 Removals
- 7 Stump Grinding Services
- Small Tree Care

# Water:

- Produced 199,258,136 gallons of drinking water in January
- Received/marked 256 Underground Service Alerts (USA's)
- 16 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 1 Backflow Investigation
- 11 Hydrant Services
  - 4 Maintenance Services
  - 7 Repairs
- 45 Lateral Valve Services
  - ◆ 17 Leak Detection Services
  - ◆ 13 Locate Services
  - ♦ 8 Water On/Off Services (Finance, Contractor, Homeowner Request)
  - ◆ 263 Shut Offs Delinquent Water Bills
    - 253 Residential Accounts
    - 10 Commercial Accounts
- 29 Meter Services
  - ◆ 15 Meter Investigations
  - ◆ 1 Maintenance Service
  - ◆ 11 Meter Repairs
  - ◆ 1 Meter Box Replacement
  - Residential Meter Reads
  - Meter Reads Commercial Utility Accounts
- 15 Pressurized Main Services
- 59 Production Well Services
  - 19 Inspections
  - ♦ 31 Maintenance Services
  - Sampling
  - No3 Monitoring
  - Disinfection Procedures
  - Security Services

# **Environmental Services**

#### General:

• Sponsored 14 EarthCapades Environmental Vaudeville shows on waste/recycling and water conservation at 8 elementary schools.

# Solid waste/recycling:

 Monitored C&D debris recycling for 90 active projects, processed 1 new project, and closed out 6. One deposit forfeited for failure to submit waste reduction report.
 Produced and distributed updated information brochure for contractors/developers.

#### Green waste:

- Issued 49 green waste violation notices and 13 code enforcement notices. January green waste statistics show that although the total green waste tonnage was the lowest this month since February 2009, only 42% (286 tons) was collected in carts while 58% (398 tons) was collected in street piles.
- Processed rebates for 1 mulching mower and 2 compost bins.

#### Water conservation:

- Conducted outreach or issued violation notices related to 10 water-waste issues.
- Coordinated with Yolo County Resource Conservation District on March water conservation workshop preparations, and with Master Gardeners on water-wise garden concepts and potential grant opportunities.

#### Storm water:

- Coordinated storm water compliance inspections of 20 construction sites.
- Addressed 6 major dirt/mud tracking problems on city streets and inadequate implementation of other storm water quality controls on one commercial site.

#### Energy:

• Coordinated with Yolo County and other municipalities on energy efficiency financing and retrofit implementation grants.

# **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
- Collaborated with Plant Operations on UV disinfection efficiency study
- 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
- Analyzed quarterly QC samples
- Monthly staff meeting/safety tailgate

- ELAP audit of the chemistry portion of our laboratory
- Revised/updated SOPs for COD and residual chlorine

#### Pretreatment

- Performed 12 Food Service Business inspection
- Performed 3 Automotive Related Business inspections
- Inspection/sampling at 2 SIUs
- Issued Notice of Violation to Woodland Biomass Power
- Issued NOV to 1 Automotive Related Business
- Issued NOVs to 2 Food Service Businesses
- Delivered 16 Pretreatment Permit applications
- Performed 20 Business License review/inspections
- 115 Public education & outreach visits
- Annual program audit by RWQCB
- Performed 22 SWPPP inspections
- SSO/Illegal Discharge meeting
- Development Review Committee meeting
- Monthly staff meeting/safety tailgate
- 2 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.

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.

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.

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 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 18<sup>th</sup>, at 3:00pm, to be

held at the City of **Davis** Council Chambers.

**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 to be painted and old

tank to be decommissioned.

**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:

- 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 will be bid in April 2010 and operational by May 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 indicated that they may approve the City staying with the upper limit of 1600 for electrical conductivity. City will follow up on documenting this and update the design for Well 22.

What's Next:

Well drilling has begun. Due to water quality results and 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.

We are continuing to meet with the State to resolve water quality permitting issues. Contractor to return to well 22 in March 2010 to complete development of the well.

**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.

**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.

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.** 

**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 early 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.

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. **CDPH staff to** 

visit well site and make recommendations.

**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. 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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