



Public Works Department.
 Monthly Status Report
 Summary – March 2011

| For the Month of March 2011 | | |
|-----------------------------|------------------|--------------|
| Division | Service Requests | Work Orders |
| Administration | 623 | |
| Electrical | 83 | 119 |
| Environmental Services | | 40 |
| Facilities | 46 | 75 |
| Fleet | | 242 |
| Sewer | 13 | 139 |
| Signs & Markings | 7 | 106 |
| Storm Drain | 17 | 16 |
| Streets | 29 | 43 |
| Urban Forestry | 52 | 46 |
| Water | 497 | 264 |
| Grand Total | 1,367 | 1,090 |

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 3/31/2011 | |
|---|--------------------------------------|
| Service Requests 4,058 | Work Orders Complete 2,980 |

With **1,367 Service Requests received**, Public Works crews handled **1,090 Work Orders** for the month of March. They included:

Operations & Maintenance

Administration:

- The administration team received 1,367 Service Requests; 623 of which were handled through the front desk, and the other 744 requests were distributed to the appropriate division. (see chart above)
 - ◆ 49 Backflow Notifications were mailed to responsible parties regarding testing requirements
 - ◆ 339 Underground Service Alert (USA’s) requests processed
 - ◆ 126 Delinquent Water Shut-Off’s
 - 121 Residential Accounts
 - 5 Commercial Accounts

Electrical:

- 15 Street Light Work Orders
 - ◆ 1 Asset Management Services
 - ◆ 1 Inspection
 - ◆ 6 Street Light Services
 - ◆ 2 New Installations

- ◆ 5 Knockdown Repairs
- 26 Traffic Signal Repairs
 - ◆ Annual Loop Testing
 - ◆ Asset Management
 - ◆ 2 Damaged/Exposed Wiring Work Orders
 - ◆ 6 Damaged/Missing Backplate Work Orders
 - ◆ 2 Installation/Upgrades
 - ◆ 1 Pedestrian Indicator Repair
 - ◆ 1 Power Loss Restorations
 - ◆ 6 Signal Repairs
 - ◆ 1 Pull Box Repair
 - ◆ 3 Timing Checks
- 9 Facility Service Requests
- 13 Park Facility Service Requests
- 17 Water Pollution Control Facility Service Requests
- 22 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 339 Underground Service Alerts (USA's)

Environmental Services:

- 32 Green Waste Investigations
- 1 Solid Waste Investigation
- 1 Storm System Investigation
- 6 Water Conservation Service Requests
 - ◆ 4 Metered Consumption Investigations
 - ◆ 2 Water Conservation Investigations

Facilities:

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

Facilities has a backlog of 50 Service Requests

Fleet:

- 242 Work Order Repairs to 111 different units (vehicles, apparatus & equipment)

Sewer:

- 12 Sewer Cleanout Services
 - ◆ 2 Inspections
 - ◆ 9 Preventive Maintenance Services – Installation
 - ◆ 1 Repairs
- 90 Gravity Main Services
 - ◆ 5 Inspections
 - ◆ 64 Preventive Maintenance Service Utilizing the CCTV (Closed Circuit Television)
 - 1,427 Events
 - 19,232 Linear Feet Inspected

- ◆ 16 Preventive Maintenance service utilizing the HVVC (High Velocity Vacuum Truck)
 - 30,187 Linear Feet Cleaned
 - ◆ 1 Repair
 - ◆ Routine Inspection
 - ◆ Routine Maintenance
- 26 Sewer Lateral Services
 - ◆ 4 Service Location Requests
 - ◆ 14 Inspections
 - ◆ 1 Preventive Maintenance Service utilizing the CCTV
 - ◆ 2 Repair Services
 - ◆ 1 Lateral Line Replacement
 - ◆ 2 Root Control Services
 - ◆ 2 Sanitary Sewer Overflow Events
- 9 Manhole Services (flushing/repair/inspection)
- 1 Pressurized Main Inspection
- Received/marked 339 Underground Service Alerts (USA's)

Signs & Markings:

- 5 Departmental Duty Services
 - ◆ 2 Banner Services
 - ◆ 3 Community Billboard Services
- 19 Guide Sign Services
 - ◆ Graffiti Removal
 - ◆ 3 Knockdowns Repaired
 - ◆ Street Sign Production
 - 4 Signs
 - ◆ 12 Routine Maintenance Services
 - 19 Signs
 - ◆ Surveying
- 7 Object Marker Services
 - ◆ 6 Routine Maintenance Services
 - 24 Markers
 - ◆ Surveying
- 57 Regulatory Sign Services
 - ◆ 4 Cleaning Services
 - 8 Signs
 - ◆ 8 Graffiti Services
 - 8 Signs
 - ◆ 40 Routine Maintenance Services
 - 130 Signs
 - ◆ Surveying
- 2 Street Marking Services
 - ◆ 1 Curb Painting Service
 - ◆ 1 Parking T Painting Service
- 16 Warning Sign Services
 - ◆ 1 Sign Cleaning Service
 - ◆ 1 Graffiti Removal Service
 - ◆ 13 Routine Maintenance Services
 - ◆ 1 Survey

Storm Drain:

- 8 Inlet Point Services
 - ◆ 1 Illicit Discharge
 - ◆ 2 Inspections
 - ◆ 5 Rain Duty Services
 - ◆ 1 Inspection
- 6 Lift Station Services
 - ◆ 2 Inspections
 - ◆ Debris Grates Cleaned
 - ◆ Alarm Response
 - ◆ Routine Maintenance
- Open Channel Maintenance/Inspection
- Public Outreach
- Routine Maintenance

Streets:

- Road Edge Services
 - ◆ Shoulder Maintenance
 - 12,626 Linear Feet
 - ◆ Weed Abatement
- Sidewalk Path Services
 - ◆ Graffiti Removal
 - ◆ 5 Spot Repair Service Requests
 - 239 Square Feet
 - ◆ Trash & Debris Clean-Up
- 27 Road Services
 - ◆ Bike Lane Sweeping
 - 10 Miles
 - ◆ Crack Sealing
 - 62,711 Linear Feet
 - ◆ Pot Hole Patching
 - 306 Pot Holes Patched
 - ◆ 1 Sink Hole Response
 - ◆ 1 Spill Response
 - ◆ Surveying
 - ◆ Traffic Control
 - ◆ Trash & Debris Clean-Up
- Rain Duty

Urban Forestry:

- 25 Hazardous Situation Responses
- 1 Tree Planting
- 11 Tree Pruning's
 - ◆ 33 Trees
- 16 Trees Removed
- Small Tree Care
- Right of Way Clearing
- Stump Grinding

Water:

- Produced 213,445,355 gallons of drinking water in March
- Received/marked 339 Underground Service Alerts (USA's)
- 1 Blow-off Valve Repair
- 14 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 5 Enclosed Storage Facility Services
 - ◆ 3 Maintenance Services
 - ◆ 2 Pressure Readings
- 11 Hydrant Services
 - ◆ 3 Hydrant Flushing Services
 - ◆ 4 Maintenance Services
 - ◆ 4 Repair Services
- 53 Lateral Valve Services
 - ◆ 16 Leak Detection Services
 - ◆ 13 Locate Services
 - ◆ 11 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 57 Meter Services
 - ◆ 37 Meter Investigations
 - ◆ 3 Meter Repairs
 - ◆ 5 Meter Maintenance Services
 - ◆ 1 Meter Replacement
 - ◆ 2 Meter Box Replacements
- 7 Pressurized Main Services
- 120 Production Well Services
 - ◆ 19 Inspections
 - ◆ 89 Maintenance Services
 - ◆ Sampling
 - ◆ No3 Monitoring
 - ◆ Disinfection Procedures
 - ◆ Security Services

Environmental Services

General:

- Sponsored 4 ZunZun educational performances on water, recycling, and storm water issues for approximately 1,400 students at 3 elementary schools, with packets of recycle and water conservation-themed prizes.
- Conducted education and outreach on water conservation, composting, and waste reduction at Arbor Day tree planting and Food Bank composting demonstration. Distributed a variety of outreach materials and water-conservation devices: recycle-message tote bags and bookmarks with embedded seeds, recycled-material pens, pesticide management guides, compost wheels and booklets, hose nozzles, soil-moisture meters, water conservation brochures, children's activity books, and Yolo County Recycles calendars.

Solid waste/recycling:

- Monitored C&D debris recycling for 51 active project units. Opened 14 new projects and closed out 1, which met the diversion requirement.

- Participated in state-sponsored Used Oil Recycling/HHW Conference.
- Presented job and program information at Lee Junior High School Career Day.
- Toured regional e-waste recycling facility with Regional Recyclers Group.

Green waste:

- Issued 164 green waste violation door hangers and conducted 33 code compliance follow-ups for illegal piles/pile content. March green waste statistics show that 74% (590 tons) was collected in carts while 26% (208 tons) was collected in street piles.
- Processed 6 compost bin and 2 mulching mower rebates.

Water conservation:

- Provided on-site troubleshooting assistance at 6 residences with excessive metered water use/evidence of leaks.
- Finalized planning and PR for outdoor water conservation workshop, designed May utility bill insert, and prepared and distributed Fix-a-Leak-Week PR.
- Solicited cost estimates for first phase leak-detection audit of City infrastructure.

Stormwater

- Investigated/provided resident educational information on 2 illicit discharges to storm drain system.

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 worked 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.
- Assisted with annual RWQCB Facility Inspection
- Conferred with contractor regarding WIMS data management system, reviewed database. WIMS implementation set for mid-April.
- 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 - 6
 - ◆ Food Service Business - 71
- Plan review for Building/CDD - 3
- Permit applications or permits - 3
- Public education & outreach visits - 4

- Call-outs for spills/illicit discharges - 2
- Reviewed 1 SIU self-monitoring reports
- 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,

Project: Yolo Bypass/City Storm Flows (MC)

Status: The information was sent in for publication in the Federal Register on January 7, 2011. The expected publication date is expected to be in mid March, 2011. This will start the formal 90 day Appeal Process for the PMR. After the appeal process is finished in mid June, 2011 assuming the mid March publication, the map will be finalized, publication in the Federal Register will be done, and the map will become effective 90 days after publication of the map in the Federal register.

What's Next: Still waiting for publication of the PMR notification in the Federal Register. Due to a clerical error in the initial notification in the Federal Register on February 16, 2011, the notification will need to be republished in the Federal Register before the formal appeal process can begin. The new notice is in the publication queue. This will cause a delay in the Effective Date of the new map.

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, 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. RWQCB staff cited recent case decisions that now preclude them from issuing a 5 year TSO if the date for coming into compliance is over five years away. The city was told we could resubmit when we're within 5 years of compliance (or approx Jan 2011). Pending that point, 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.

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. 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 Agency General Manager is Dr. Eric Mische. 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 January 18 and 19th, the State held a hearing on our water rights. State staff has written a favorable report in support of our water right application. **On April 15th the JPA received 5 responses to the Request for Qualifications. Responses are from experienced high quality firms. The 5 are being evaluated and will be narrowed down to 3. Those three will be invited to participate in the Request for Proposal phase of procurement.**

What's Next: State Board has the water right application approval on the agenda for their next meeting scheduled for March 1, 2011. Focus is now on the Design-Build-Operate (DBO) "Request for Qualifications" process and clearing up land acquisition for the intake site and water treatment plant site. Request for Qualifications submittal deadline is April 15, 2011 of which a selection process will narrow it down to 3 DBO teams who will then be invited to submit responses to a Request for Proposal.

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:

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
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 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. 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 75% 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 summer 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. **The well drilling work is now out for bid.**

What's Next: The work has been signed for making the utility connections in Court Street. 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. This project will go before the Parks Commission on April 25, 2011. 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. The contract has been signed for Brown and Caldwell to perform design services for pipeline.

What's Next: Brown and Caldwell is obtaining topography, planned improvements, and road/RW alignments for the proposed pipeline route to minimize changes to the other proposed infrastructure.