

Public Works Department Monthly Status Report Summary – May 2011

For the Month of May 2011		
Division	Service Requests	Work Orders
Administration	669	
Electrical	29	70
Environmental Services		40
Facilities	42	71
Fleet		257
Pretreatment		32
Sewer	11	93
Signs & Markings	6	89
Storm Drain	3	15
Streets	9	24
Urban Forestry	42	46
Water	665	229
Grand Total	1,476	996

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 5/31/2011		
Service Requests	Work Orders Complete	
6,963	4,724	

70 Requests per Business Day (Average)

With **1,476 Service Requests received**, Public Works crews handled **996 Work Orders** for the month of May. They included:

Operations & Maintenance

Administration:

- The administration team received 1,476 Service Requests; 669 of which were handled through the front desk, and the other 807 requests were distributed to the appropriate division. (see chart above)
 - 32 Backflow Notifications were mailed to responsible parties regarding testing requirements
 - ◆ 290 Underground Service Alert (USA's) requests processed
 - 239 Delinquent Water Shut-Off's
 - 223 Residential Accounts
 - 16 Commercial Accounts

Electrical:

- 1 Lift Station Work Orders
- 1 Service Pedestal Repair

- 7 Street Light Work Orders
 - Asset Management
 - ♦ 1 Inspection
 - ◆ 1 Street Light Service
 - 1 Locate Electrical Line Request
 - Pole Number Allocation Service
 - ◆ 1 Lens Replacement
 - 1 Vandalism Repair
- 11 Traffic Signal Repairs
 - Asset Management
 - ♦ Bi-Monthly Check
 - 1 Damaged/Exposed Wiring Work Order
 - ♦ 2 Installation/Upgrades
 - ♦ 2 New Signal Installations
 - ♦ 2 Pedestrian Indicator Repairs
 - 2 Turned Signal Head Repairs
- 2 Facility Service Requests
- 1 Final Inspection
- 10 Park Facility Service Requests
- 1 Lift Station Service Request
- 11 Water Pollution Control Facility Service Requests
- 20 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 290 Underground Service Alerts (USA's)

Environmental Services:

- 19 Green Waste Investigations
- 4 Public Nuisance Investigations
- 1 Storm System Investigation
- 16 Water Conservation Service Requests
 - ◆ 12 Metered Consumption Investigations
 - 4 Water Conservation Investigations

Facilities:

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

Facilities has a backlog of 45 Service Requests

Fleet:

• 257 Work Order Repairs to 115 different units (vehicles, apparatus & equipment)

Pretreatment:

- 32 Inspections
 - ♦ 2 Auto Related Businesses
 - ♦ 30 Food Service Businesses

Sewer:

- 14 Sewer Cleanout Services
 - 2 Inspections
 - 4 Preventive Maintenance Services Installation
 - 7 Reactive Maintenance Services Installation
 - ♦ 1 Repair
- 57 Gravity Main Services
 - 4 Inspections
 - ♦ 30 Preventive Maintenance Service Utilizing the CCTV (Closed Circuit Television)
 - 734 Events
 - o 8,466 Linear Feet Inspected
 - 20 Preventive Maintenance service utilizing the HVVC (High Velocity Vacuum Truck)
 - 40,465 Linear Feet Cleaned
 - ♦ 1 Repair
 - Routine Inspection
 - Routine Maintenance
- 12 Sewer Lateral Services
 - ♦ 2 Blockages Cleared
 - ♦ 3 Inspections
 - 2 Service Location Requests
 - ♦ 1 Repair
 - ◆ 1 Lateral Line Replacement
 - Root Control Service
 - 2 Sanitary Sewer Overflow Events
 - 2 Private
- 8 Manhole Services (flushing/repair/inspection)
- Received/marked 290 Underground Service Alerts (USA's)

Signs & Markings:

- 6 Departmental Duty Services
 - ♦ 2 Banner Services
 - ♦ 3 Community Billboard Services
- 8 Guide Sign Services
 - ◆ 1 Graffiti Removal
 - ♦ 7 Routine Maintenance Services
 - 8 Signs
- 10 Object Marker Services
 - ♦ 1 Knockdown
 - ♦ 8 Routine Maintenance Services
 - Surveying
- 37 Regulatory Sign Services
 - 3 Graffiti Removal Services
 - 4 Signs
 - 2 Knockdown Repairs
 - ♦ 28 Routine Maintenance Services
 - 136 Signs
 - Surveying
- 22 Street Marking Services

- ◆ 12 Curb Painting Service
 - 5,036 Linear Feet
- 10 Pavement Painting Services
 - 720 Square Feet
- 6 Warning Sign Services
 - ♦ 2 Graffiti Removal Services
 - ♦ 3 Routine Maintenance Services
 - ♦ 1 Survey

Storm Drain:

- 4 Preventive Maintenance Service Utilizing the CCTV (Closed Circuit Television)
 - ♦ 51 Events
 - 899 Linear Feet Inspected
- 1 Gutter Service
 - ◆ 1 Illicit Discharge
- 1 Inverted Siphon Service
 - Inspection
- 3 Lift Station Service
 - ◆ Debris Grate Clean Up
 - Inspection
 - Monthly Generator Test
- Open Channel Maintenance/Inspection
- Storage Basin Maintenance

Streets:

- 1 Road Edge Services
 - Weed Abatement
- 4 Sidewalk Path Services
 - Downtown Maintenance
 - ♦ Sidewalk Grinding Service
 - ◆ 1 Spot Repair Service Request
 - 9 Square Feet
 - Weed Abatement
- 17 Road Services
 - ◆ 1 base Failure Repairs
 - 4,030 Square Feet
 - Bike Lane Sweeping
 - 10 Miles
 - Crack Sealing
 - 37,779 Linear Feet
 - Pot Hole Patching
 - 116 Pot Holes Patched
 - Road Grading Services
 - 3,300 Square Feet
 - 1 Skin Pave Service
 - 1,540 Square Feet
 - ◆ 1 Spill Response
 - Surveying
 - Traffic Control
 - Trash & Debris Clean-Up

Urban Forestry:

- 2 Abatements
- 9 Hazardous Situation Responses
- 1 Merit Injection Procedure
 - ♦ 8 Trees
- 1 Investigation
- 5 Tree Plantings
- Tree Pruning's
 - ♦ 4 Trees
- 3 Trees Removed
- Root Pruning Service
- Small Tree Care
- Right of Way Clearing
- 6 Tree Rebates Processed

Water:

- Produced 411,910,132 gallons of drinking water in May
- Received/marked 290 Underground Service Alerts (USA's)
- 2 Backflow Services
 - 1 Investigation
 - ♦ 1 Maintenance Service
- 16 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 1 Enclosed Storage Facility Service
 - 1 Pressure Reading
- 12 Hydrant Services
 - 1 Hydrant Flushing Service
 - ♦ 7 Maintenance Services
 - ♦ 4 Repair Services
- 43 Lateral Valve Services
 - 2 Valve Abandonments
 - ◆ 1 New Tap Installation
 - 13 Leak Detection Services
 - ♦ 18 Locate Services
 - ◆ 1 Valve Replacement Service
 - 4 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 41 Meter Services
 - 1 Meter Installation
 - ♦ 26 Meter Investigations
 - 7 Meter Repairs
 - ♦ 2 Meter Maintenance Services
 - ♦ 3 Meter Box Replacements
 - ♦ 1 Meter Test
- 13 Pressurized Main Services
- 99 Production Well Services
 - 19 Inspections
 - 64 Maintenance Services
 - Sampling
 - No3 Monitoring

- Disinfection Procedures
- Security Services

Environmental Services

General:

 Sponsored 14 elementary school performances of environmental education performers ZunZun, educating more than 4,100 schoolchildren about recycling, water conservation, and stormwater pollution prevention.

Solid waste/recycling:

 Monitored C&D debris recycling for 62 active project units. Opened 11 new projects and closed out 1, which achieved 77% waste diversion.

Green waste:

- Issued 110 green waste violation door hangers and conducted 18 code compliance follow-ups for illegal piles/pile content. May green waste statistics show that 86% (840 tons) was collected in carts while 14% (135 tons) was collected in street piles.
- Processed 2 compost bin and 3 mulching mower rebates.

Water conservation:

- Designed and distributed utility bill insert on outdoor water conservation
- Provided on-site troubleshooting assistance at 12 residences with excessive metered water use/evidence of leaks.
- Followed up on 4 water waste reports.
- Issued 2 rebates for a weather-based irrigation controller/rain sensor.
- Compared cost estimates and selected contractor for city infrastructure leak audit.

Stormwater pollution prevention:

Addressed residential motor oil discharge in street.

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.
- Collected numerous additional samples and continued to work closely with RBI (consultants) to troubleshoot and resolve issues regarding toxicity in treatment plant effluent
- Kept Regional Board staff up to date on our efforts to resolve issues with UV disinfection system.
- Renewed Laboratory ELAP certification
- Completed annual QC testing, submitted results to SWRCB.

- 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 4
 - ♦ Food Service Business 33
 - ◆ Business of Concern 1
- Plan review for Building/CDD 6
- Permit applications or permits 7
- Public education & outreach visits 2
- Prepared and delivered permit amendments for BOCs and SIUs
- FOG (WEF English/Spanish) brochures distributed to Cottonwood Meadows apartments.
- FOG "Pan to Can" outreach/ads placed with Daily Democrat and to run twice in May newspaper, and in June Around Town publication.
- Updates and refinements to Pollution Prevention Program web page on City web site.
- Admin Citations Issued:
- 1
- (Notice Of Violation and \$200.00 fine to PGP)
- SIU semi-annual monitoring completed
- Reviewed 2 SIU self-monitoring reports
- Development Review Committee meeting
- 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 appeal period for the ongoing FIRM/FIS revision has started and ends August 29, 2011. FEMA is planning a November 16, 2011 Letter of Final Determination (LFD) date (pending no appeals submitted); this is as soon as they can schedule the LFD considering the multiple QC and due process steps in FEMA's mapping process. The November 16, 2011 LFD date would make the revised flood zones on the updated FIRM panels effective (for flood insurance purposes) on May 16, 2012.

What's Next:

The City waits until the effective date approaches and then reminds the people in the changed area that they are eligible for refunds and puts the forms on the City website. Project: Status: <u>Wastewater Treatment Plant/NPDES Permit (5 Year Renewal)</u> (MS/DB) 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.

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.

On 1/5/2011, we met with Board staff to discuss the Time Schedule Order. We presented a sample TSO and they indicated their plan to prepare an administrative draft based on that document. They requested additional data on selenium and salinity to help with setting performance based limits for both constituents. We were advised that the board had made a change to how they handle TSOs; there is now a provision for extending the 5 years for up to an additional 5 years in the event the discharger is unable be in full compliance by the end date of the order but has shown due diligence and has tried to meet the milestones set in the original order. They expect to have the administrative draft completed by October 2011. Until then we are still susceptible to MMPs of up to \$12K per month, but will then be on target to be in full Permit compliance until the completion of the surface water treatment plant.

What's Next:

The surface water project will continue to be pursued. Fiscal impacts of the permit will continue to be evaluated. 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: 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.

What's Next: DWR and the City are interested in accelerating the Feasibility

Study. DWR and the City will be developing a financing plan that will use city and state funds to perform studies and pay the Corps to assure that the studies meet the corps technical requirement.

Project: Storm Drainage Enterprise Operation (MC)

Status: The grass around Storz Pond has set seed and has been mowed.

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. The vegetation plan implementation will begin at the

start of the fiscal year.

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" (RFP) process and clearing up land acquisition for the intake site and water treatment plant site. **Draft RFP should go out by August 2011** to the 3 best qualified firms for their input. Final RFP will go out by late 2011 with responses to be submitted back to the JPA by Spring 2012.

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 end of Summer 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 July of

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. **RW descriptions will start at the beginning of the**

fiscal year.