

STAFF REPORT

City Council Consent Item

DATE: April 21, 2025

TO: Honorable Mayor and Council Members

FROM: Bob Natt, Interim Public Works Director/General Services Superintendent

THROUGH: Amy Nilsen, City Manager

SUBJECT: Public Works/Engineering Department Monthly Report

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Main Street Gateway

The Main Street Gateway project has been substantially completed. The only item of work remaining for the Gateway project is for Mad Metals to complete fabrication of the remaining decorative art pieces.

Stormdrain Lining Project

As noted in the previous monthly report, the City's contractor is waiting for a sustained period of dry weather to remobilize and complete the PVC lining portion of the project. Staff are hopeful that it will be completed by the end of April.

Percolation Pond Rehabilitation Project

The City's annual percolation pond rehabilitation project at the Wastewater Treatment Plant was awarded. Staff will start draining the ponds in the third week of April in preparation for the task. The expectation of the completed work is May 15, 2025.

Upcoming Contracts

The City's annual maintenance contracts for concrete, paving and striping, which should be brought to the Council for Award in May.

Traffic Safety Committee

The Traffic Safety Committee has received a letter from Redwood Preparatory Charter School regarding improving traffic/pedestrian safety. One location is at School Street and Thelma Avenue crosswalk. One of the problems was the tall shrubs near the pedestrian button on the North side of the intersection. Staff have trimmed the height of the shrubs to 30 inches for visibility. The other location is at the crosswalk from the school to Dana Court on Ross Hill. Staff have initiated several measures to identify the problem (and possible solutions). Staff have

placed the radar feedback sign on Ross Hill. The radar sign will be in that location for two weeks. Staff are following up with improving the rapid flashing beacons in that area.

Emergency Bank Repair

During inclement weather, a set of redwood trees fell over Jameson Creek near Rancheria Road on South Loop Road. The trees fell approximately 150 feet from a previous slip out on the bank. Mercer Fraser was called to assist in the removal of the large trees and root ball that blocked the flow of the creek. Large quarry rock was stacked to support the bank and ultimately the road. This item will likely need to be revisited for an engineered solution due to its proximity to Loop Road.

Downtown Water and Sewer Line Project

In January the Council approved a contract task order with GHD to initiate the Downtown Water and Sewer Line Project, which will replace several water and sewer mains in the neighborhood surrounding 12th street. Over the past month, the City has contracted with GHD, and some initial site investigations have been performed along the sewer line near Rohner Creek. Per the approved scope of work, GHD will be working on pre-design activities through the early summer, which will lead into full engineering design afterwards. Staff anticipate this project will go to construction in 2026.

Mill Creek Habitat Connectivity Project

The City's engineering consultant recently submitted the 65% design package for review. Staff anticipate providing comments before the end of March. With the 65% design complete, staff have begun applying for implementation grants to construct the five priority fish passage crossings that are part of the project.

Utilities Division

Water Distribution System

- The utilities crew read meters, changed out 25 dead meters, and completed the meter worksheet.
- Backflow testing is ongoing.
- The utilities crew upgraded 13 single port radios and 3 dual port radios.
- The utilities crew installed no new services.
- The utilities crew replaced one service line.
- The utilities crew completed 24 shutoffs for nonpayment.
- Hydrant flushing is set to start at the beginning of April, with all fire hydrants added to our GIS program Diamond Maps, 16 fire hydrants were discovered that were missing from previous flushing lists, they have since been added and will be flushed this year.
- The Utilities crew repaired one water leak; the following table shows the details:

Date	Location	Pipe Information	Estimated Leak Rate (Gallons per Minute)	Leak Duration	Total Estimate Leak Volume (Gallons)
3/11/2025	Fortuna Blvd @ Kenmar	4" PVC	2893	30m	86,790
TOTAL:					86,790

Table 1. Water leaks in March 2025

Wastewater Collection System

- There were zero sewer plugs.
- There were zero SSOs.
- The utilities crew cleaned 5,500ft of sewer lines.
- The utilities division continues to develop a list of FOG (Fats, Oils, and Greases) producing businesses which will be inspected annually for discharge compliance.

Service Call Summary

- Underground Service Alert (USA): There were zero miss-marked USAs.
- The utilities division completed a total of 94 Service calls. Figure 1 shows the breakdown by type.

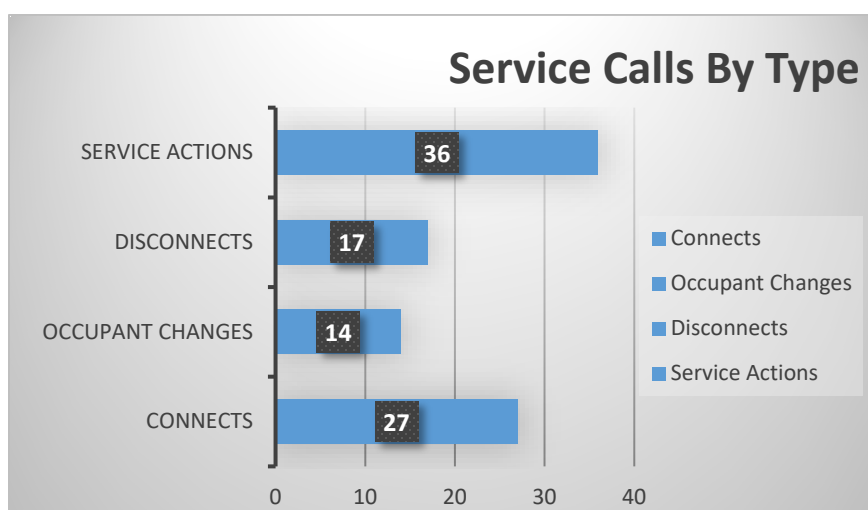


Figure 1: Service call breakdown

Miscellaneous Tasks

- The utilities Superintendent (Jason Johnson) continues to attend a local leadership academy. These sessions are held monthly, with the final session on April 3rd (Bay Cities Leadership Academy).
- The utilities division has completed GIS mapping our water system from our paper map books, we are now focusing on adding GPS locations of water meters (with pictures) that

are in unusual locations in relation to the property or locations that frequently get overgrown with brush or buried in dirt/gravel.

Water Treatment/Wastewater Division- Chief Plant Operator
Wastewater Treatment

Year	2021	2022	2023	2024	2025
Total Monthly Flow, MG	51.290	26.940	79.920	70.470	57.942
Maximum Daily Flow, MGD	2.630	1.240	4.160	3.890	2.894
Average Monthly Flow, MGD	1.655	0.869	2.578	2.273	1.869

Table 2. March wastewater plant effluent flows for the past five years in Million Gallons (MG) and Million Gallons per Day (MGD).

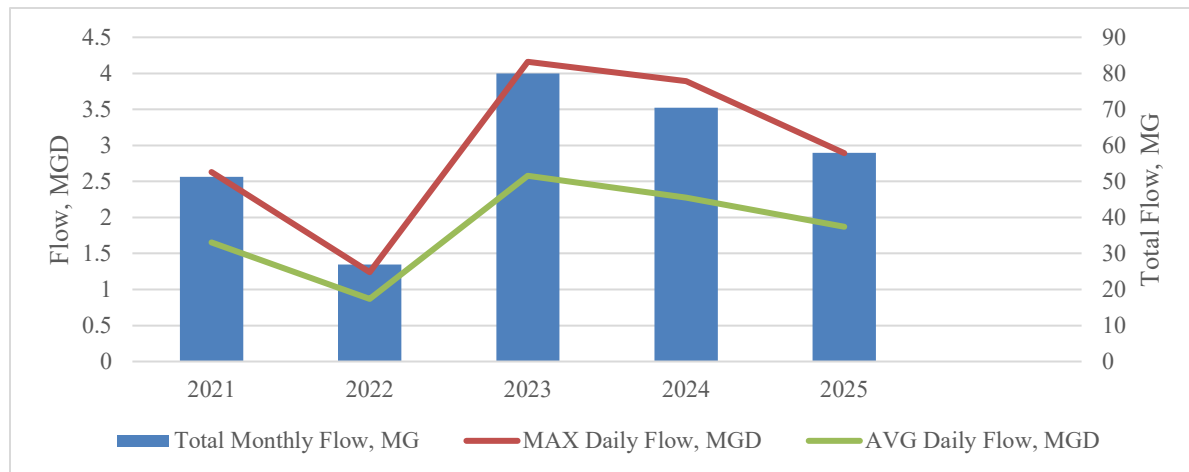


Figure 2. March wastewater plant effluent flows for the past five years in Million Gallons (MG) and Million Gallons per Day (MGD).

Wastewater Events & Maintenance Tasks Completed

- Staff replaced the worn drive chain on primary clarifier two.
- Staff replaced GBT washwater pump motor and rebuilt pump replacing worn impeller and volute.
- Staff replaced GBT feed belt drive motor and gearbox.
- Staff replaced worn Hydraulic lines on the Anaconda compost screen.
- Staff held a compost giveaway and gave out approximately six hundred cubic yards over 5 days.

Water Treatment

Year	2021	2022	2023	2024	2025
Total Production, MG	30.085	28.105	27.256	27.962	27.115
Maximum Daily, MG	1.487	1.065	1.514	1.182	1.852
Average Daily, MG	.970	.907	.879	.902	.874

Table 3. March potable water production for the past five years in Million Gallons (MG).

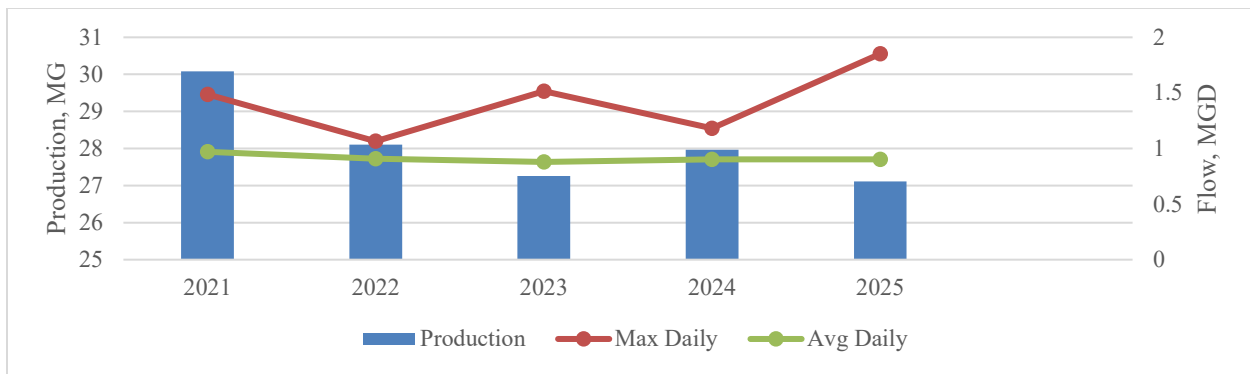


Figure 3. March potable water production for the past five years in Million Gallons (MG).

Water Events & Maintenance Tasks Completed:

- Staff completed and submitted the Electronic Annual Report to the state.
- Staff replaced defective booster pump one motor and seal.
- Staff completed and submitted the monthly water report.

General Services and Streets - General Services Superintendent

The following is a list of scheduled assignments completed by the General Services staff in March:

- Staff painted the former server room in City Hall, along with the hallway from the common area to the kitchen. Staff installed a desk and rearranged office equipment in new workspaces. Staff installed smoke and CO2 detectors in City Hall. Staff made and installed shelves for an existing cabinet in the common area.
- Staff removed the dilapidated gazebo at Dog Park. Staff installed a new similar style gazebo (see photo inset right).
- Staff removed the military banners and placed Spring banners, and metal daffodil flower artwork on the welcome sign at Kenmar and Fortuna Boulevard intersection.
- Staff removed low hanging limbs, and brush on Kenmar and Ross Hill, Dinsmore Drive, Newburg Road and Nelson, and overgrown vegetation along College Avenue.
- Staff cleaned and cleared drainage inlets during inclement weather. Staff rode culverts and cleaned out a drainage ditch on South Loop Road.
- Staff cut tall grass, removed trash, and cleaned the Twelfth Street LID drainage basins.
- Staff assisted the Utility Department with a water line break on the Boulevard near Kenmar.
- Staff worked on the Downtown Street lights. Staff have swapped LED's due to not being able to get replacements for the old fixtures.
- Staff built and installed a concrete box to hold batteries for the solar streetlights on Twelfth Street.
- Staff assisted Park's Department with interior painting at the Monday Club.
- In addition to the special tasks noted above, staff also engaged in the following regular routine maintenance activities including USA's, street sweeping, recycling and trash



management, collect batteries at City Hall, road maintenance, Dog Park maintenance, vegetation management including sniping of curbs, and safety training and inspections. Staff are available for questions, requests, and emergency responses to the community.

RECOMMENDED COUNCIL ACTION:

Receive Public Works Department Monthly Report. Consent Agenda vote.