

STAFF REPORT

City Council Consent Item

DATE: May 19, 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:

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.

Percolation Pond Rehabilitation Project

The City's annual percolation pond rehabilitation project at the Wastewater Treatment Plant has begun. The expectation of the completed work is May 15, 2025.

Annual Contracts

The City's annual maintenance contracts of concrete, paving, and striping closes on May 9, 2025.

Traffic Safety Committee

The Traffic Safety Committee has received a letter from Redwood Preparatory Charter School regarding improving traffic/pedestrian safety. Staff have initiated several measures to identify the problem (and possible solutions). Staff has relocated 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.

12th Street Interchange

Staff met the 12th Street Interchange Coordinators for continued discussion on the project. Hydraulic Study and Flood Plain Reports have been completed and were signed on 5/8/25.

Kenmar Interchange

Staff met with consultants on the Kenmar Interchange Project. The topic of discussion was the preplanning of the maintenance agreement between the City and State.

Paving Operation

The City's paving contractor resurfaced Wood Street and Olsen Court with the assistance of City staff providing notices and traffic control. Wood Street and Olsen Court are included on a micro-slurry project later this year.

Update DOT Information

Staff is in the process of updating the biannual Federal Motor Carrier Safety information sheet.

Interviews

The Interim Public Works Director, along with the Utility Services Superintendent and Human Resources will be conducting interviews for the Lead Utility Worker position and a Utility Worker II/III position in early May.

Secondary Clarifier

Put out to bid on 4/14/25 opening bids on 5/14/25.

Digester

Repair plans and front-end contract documents being prepared.

Valve Replacement & Carson Woods Road Projects

Project plans and contract documents completed.

Park EV Chargers

Installation of two EV charging stations has begun.

Utilities Division

Water Distribution System

- The utilities crew read meters, changed out 11 dead meters, and completed the meter worksheet.
- Backflow testing is ongoing.
- The utilities crew upgraded 22 single port radios and 3 dual port radios.
- Hydrant flushing started at the beginning of April, however with short staffing levels this will take longer than usual to complete. 91 Hydrants were flushed this month.
- The utilities crew installed two new water services.
- The utilities crew completed 34 shutoffs for nonpayment.
- The Utilities crew flushed hydrants and discovered one water leak. However, due to the depth of the leak and the lack of proper trench safety equipment, this was repaired by a contractor. The following table shows the details:

Date	Location	Pipe Information	Estimated Leak Rate (Gallons per Minute)	Leak Duration	Total Estimate Leak Volume (Gallons)
4/3/2025	Strong's Creek Lift Station	6" DI	72	45m	3,240
4/1-4/30	Hydrant Flushing water used				1,313,240
TOTAL:					1,316,480

Table 1. Water leaks in April 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 105 Service calls. Figure 1 shows the breakdown by type.

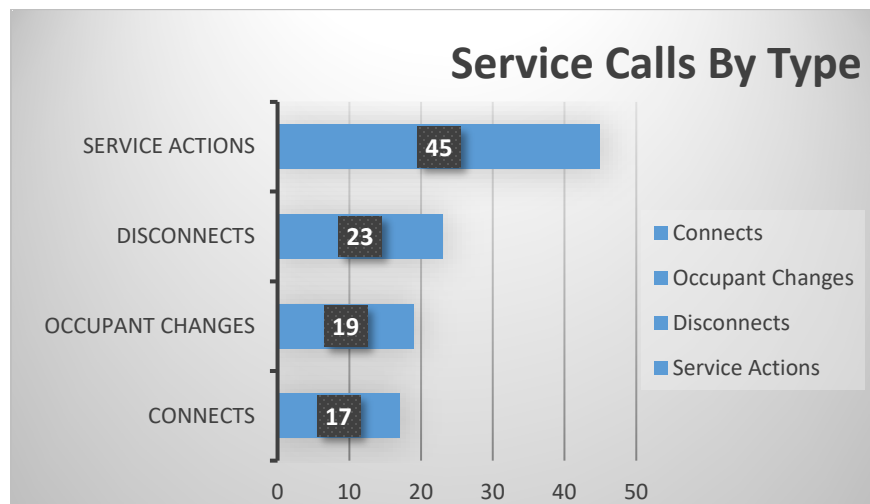


Figure 1: Service call breakdown

Miscellaneous Tasks

- The utilities Superintendent (Jason Johnson) completed the Bay Cities Leadership Academy on April 3rd, 2025.

- The Utilities division continues to add GIS locations of water meters in unusual locations or locations that frequently get overgrown with brush or buried in dirt/gravel, in order to assist with finding them in the future more quickly.

Water Treatment/Wastewater Division- Chief Plant Operator

Wastewater Treatment

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

Year	2021	2022	2023	2024	2025
Total Monthly Flow, MG	33.670	38.220	41.510	29.668	35.180
Maximum Daily Flow, MGD	1.380	1.880	1.830	1.321	2.840
Average Daily Flow, MGD	1.122	1.274	1.384	0.989	1.173

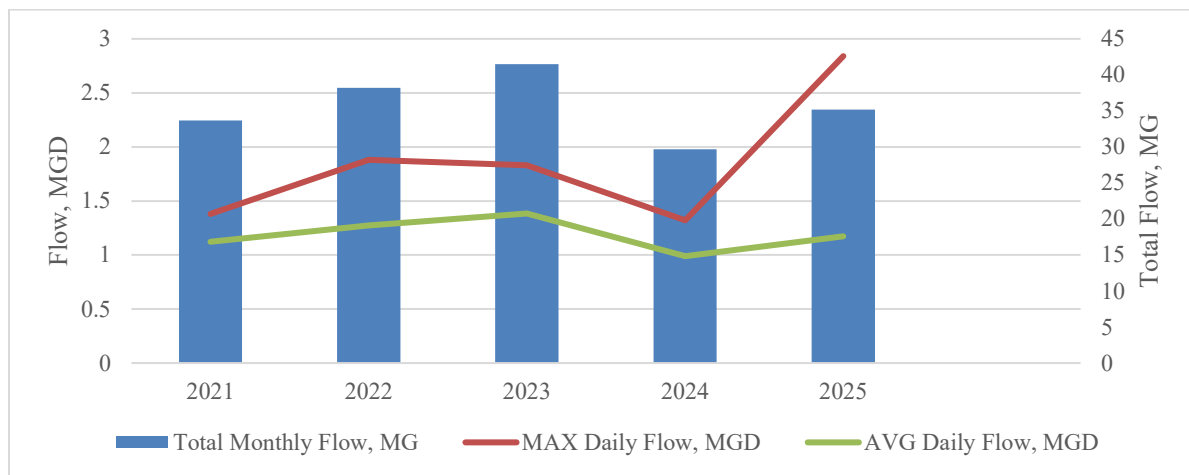


Figure 2. April wastewater plant effluent flows for the past five years in Million Gallons (MG) and Million Gallons per Day (MGD).

Wastewater Events & Maintenance Tasks Completed

- Staff removed secondary clarifier 4 from service due to summer flows and scheduled service and inspection.
- Staff pumped out the percolation ponds, which filled in over the winter with rainfall and river-flow. This important task will enable the contractor to rehabilitate the ponds in early May—an annual requirement before staff can divert the effluent to the ponds. The Water Boards stipulate that effluent ceases flowing to Strong's Creek (and thus into the percolation ponds) by May 15th each year.
- Staff replaced motor bearing and shaft seal on Blower #1.
- Staff lubricated the Grit chain and inspected wear shoes. They need to be replaced, and parts are on order.
- Staff replaced front and rear seal oil on Blower #3.
- Staff replaced motor bearings, pump impeller and plate, drive belts and bearing seal oil on RAS pump #4.
- Staff cleaned the motor, adjusted belts, and completed VFD install on RAS pump #2.
- Staff completed overhaul of Anaconda compost screen and began screening compost.

Water Treatment

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

Year	2021	2022	2023	2024	2025
Total Production, MG	31.892	25.589	26.483	27.751	27.353
Maximum Daily, MG	1.424	1.445	1.405	1.426	1.216
Average Daily, MG	1.063	0.886	0.883	0.989	0.911

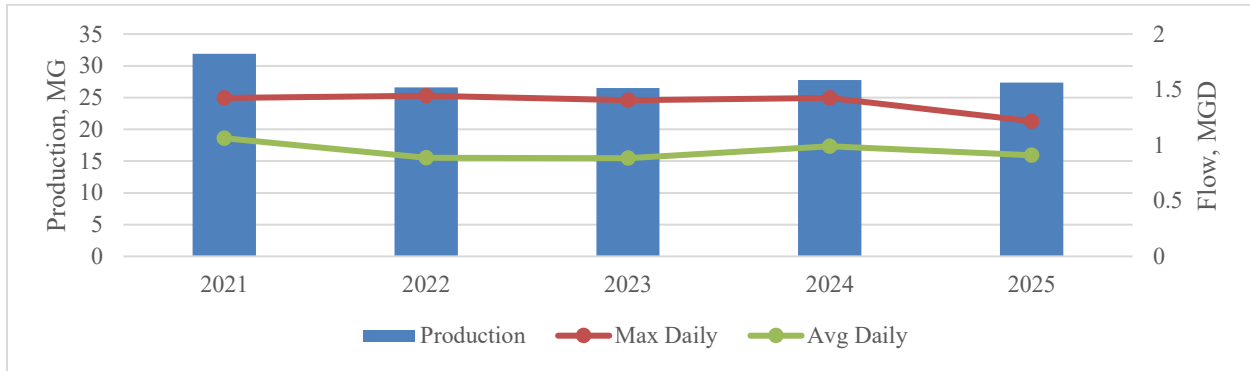


Figure 3. April potable water production for the past five years in Million Gallons (MG).

Table 4. Average April depth-to-groundwater static levels in the City's active wells for the past five years in feet.

Year	2021	2022	2023	2024	2025
Well #1	26.6	26.4	20.8	20.55	23.9
Well #2	23.5	23.9	20.6	17.8	17.8
Well #4	29.3	29	24.4	22.9	26.8
Well #5	31.1	30.9	26.2	24.7	28

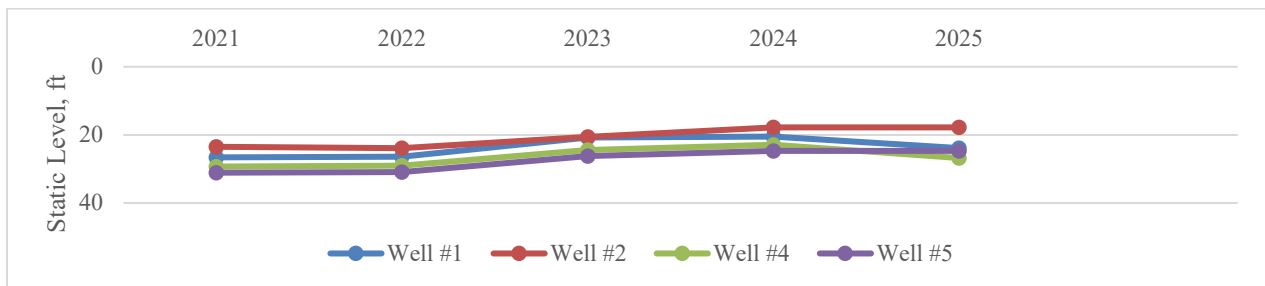


Figure 4. Average April depth-to-groundwater static levels in the City's active wells for the past five years in feet.

Water Events & Maintenance Tasks Completed:

- Staff spent considerable time and effort cleaning around city stations after the rain stopped.
- Staff removed pump 2 at Kenmar booster to replace motor bearings and discovered a crack in the impeller. A new one is on order and the bearings are being replaced.

General Services and Streets - General Services Superintendent

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

- Staff assisted with traffic control for paving maintenance on Wood Street and Olsen Court. Staff raised the water valve boxes on the two streets. Staff restored the asphalt on Hilltop Drive water trench, and a dilapidated patch of asphalt on West School Street (photo inset right).
- Staff formed and poured concrete boxes for the solar streetlights on 12th Street.
- Staff placed the radar feedback trailer on Ross Hill. Staff cut the hedges low for a complaint on School Street, across from Thelma Avenue.
- Staff has started roadside mowing and weed eating on the City's right of way. Staff mowed City owned empty lots.
- Staff assisted in traffic control for a special event on Main Street.
- Staff assisted in drywall repair where the newly installed water bottle dispenser is in the foyer of City Hall. Staff repaired the threshold at the back entry way into the City Hall offices. Staff prepared an office for Onboarding purposes and replaced the traction tape on the backstairs into the facility.
- Staff continue to work with Maples Service to remedy the hot water issues at the new police station. Maples Service is contacting the manufacturer.
- Staff built a lumber rack for one of the service trucks.
- Staff removed and chipped the fallen tree in Rohner Park. Staff continued around town removing vegetation in the right-of-way.
- Staff used the grader and roller to remove potholes on Third Avenue.
- Staff mucked and removed material from ditches on Newburg Road. Staff operated the vacuum truck and rodded the culverts in the vicinity.
- 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 is available for questions, requests, and emergency responses to the community.



RECOMMENDED COUNCIL ACTION:

Receive Public Works Department Monthly Report. Consent Agenda vote.