

STAFF REPORT

Consent Agenda Item

DATE: January 20, 2025

TO: Honorable Mayor and Council Members

FROM: Brian Issa, Public Works Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: Public Works/Engineering Department Monthly Report

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

The Public Works Director and engineering staff engaged in the following activities during the month of December.

Kenmar Interchange

Staff continue to work with CalTrans on design development. Council provided input on landscaping and aesthetics that were relayed to the design team. Wetland and permitting underway with the Water Board and Coastal Commission.

Well 5

Awaiting sampling and metals testing to ensure casing “dam” between aquifers was successful. Building designs are nearing completion.

Newberg Road Sewer

Staff worked with GHD on preliminary designs for sewer upgrades in an area with known flow constraints. Surveying work ongoing.

NPDES Compliance

- Jacob’s proceeding to 90% design.
- Staff completed scoping for the SCADA upgrade project. This includes a complete overhaul of the City’s SCADA interface and hardware.
- SHN continues to analyze groundwater monitoring data in pursuit of a basin plan amendment to allow continued use of the percolation ponds through amendment of the basin plan.
- Staff worked with Jacob’s on design of a new animal control facility as the existing one will be demolished during construction of the new aeration basins.

Grants and Funding

- Engineering staff have been working on coordination and permitting installation of 10 EV charging stations at the Corp yard.
- Staff are working to re-submit a revised application for the 2026 BUILD program with hope of obtaining construction funding for the 12th Street Interchange. This grant is now open, and staff are working with GHD and CalTrans to prepare our application for design and construction of the interchange. Staff are soliciting letters of support from multiple sources.

Community Development Coordination

- Regular meetings between PW and CD are continuing. PW staff continue to look for ways to standardize and streamline the development process.

Development Review

Staff participated in review of multiple projects in various stages of the development process.

Utilities Division

Water Distribution System

- The utilities crew read meters, changed out 24 dead meters, and completed the meter worksheet.
- Backflow testing is ongoing.
- The utilities crew upgraded 51 single port radios, and 11 dual port radios.
- The utilities crew installed two new 1" water services this month.
- On-call personnel responded to 4 after-hours callouts.
- The utilities crew completed 24 shutoffs for nonpayment.
- The total estimated water loss in 2025 was 5,141,983 gallons (leaks plus hydrant flushing).
- The Utilities crew repaired one water leak. The following table shows the details:

Date	Location	Estimated Leak Rate (Gallons per Minute)	Leak Duration	Total Estimate Leak Volume (Gallons)
12/1/2025	Orchard Lane	4275	30 Min	128,250
TOTAL:				128,250

Table 1. Water leaks in December 2025

Wastewater Collection System

- There were two category 1 Sanitary Sewer Overflow (SSOs) due to heavy rain that overwhelmed the capacity of the sewer system.
- There was one sewer plug on a customer lateral; this did not result in an SSO.
- The utilities crew cleaned 5,713ft of sewer lines.
- On-call personnel responded to 8 after-hours callouts.

Service Calls Summary

- Underground Service Alert (USA): There were zero miss-marked USAs
- The utilities division completed a total of 87 Service calls. Figure 1 shows the breakdown by type.

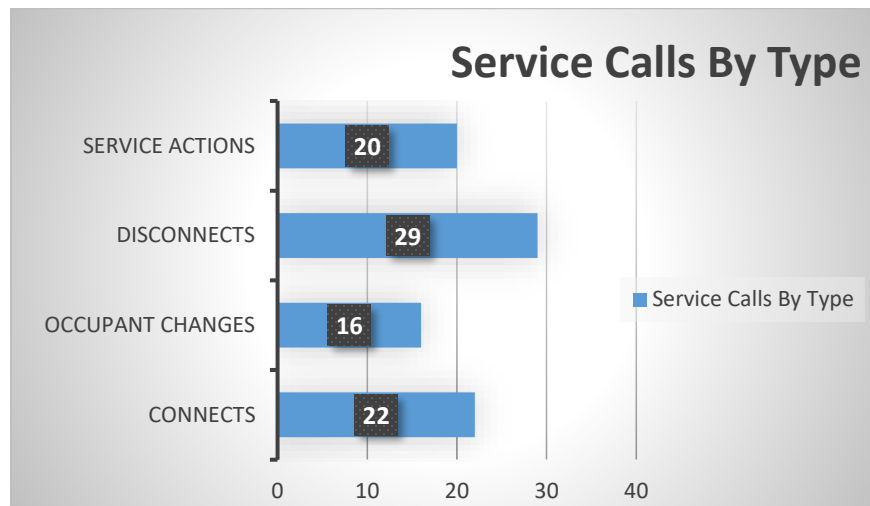


Figure 1: Service call breakdown

Miscellaneous Tasks

- The Utilities division continues to add to our GIS database, focusing on water meter and radio transmitter inventory to better assist our radio upgrade CIP.
- Mike McGinnis is studying for his upcoming water Distribution certification exam.
- Issac Chacon and Troy Hubner continue to work on their Class B drivers training.

Water Treatment/Wastewater Division- Chief Plant Operator

Wastewater Treatment

Table 2. December 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	48.950	50.7	48.59	57.33	54.62
Maximum Daily Flow, MGD	3.26	3.51	3.41	3.38	3.93
Average Monthly Flow, MGD	1.579	1.635	1.476	1.849	1.762

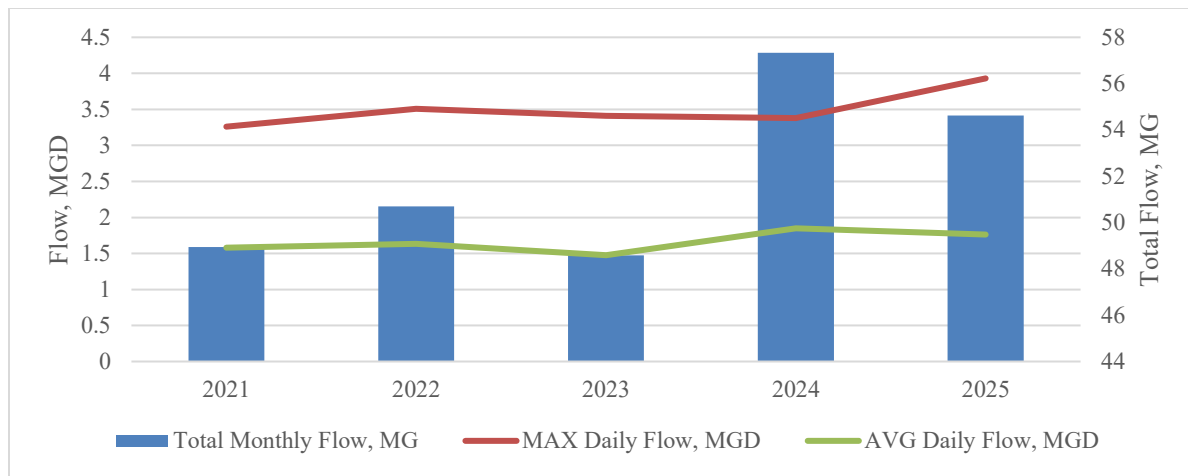


Figure 2. December wastewater plant effluent flows for the past five years in Million Gallons (MG) and Million Gallons per Day (MGD).

Wastewater Events & Maintenance Tasks Completed

- Staff cleaned contact basins and secondary clarifier weirs.
- Staff replaced the wear shoes on the influent grit chain.
- Staff worked with a technician on annual maintenance for the WWTP disinfection system.
- Staff rebuilt seals on the chlorine analyzer on the effluent.
- Staff changed out pump and piping at Rundell lift station also redid all electrical connections.
- Staff removed secondary clarifier #5 from service, inspected and returned to service.
- Staff placed secondary clarifier #4 in service after contractor finished recoating.
- Staff changed discharge from Moo3 to Moo1 due to high influent flows.

Water Treatment

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

Year	2021	2022	2023	2024	2025
Total Production, MG	39.374	30.689	27.472	26.411	27.1074
Maximum Daily, MG	1.21	1.894	1.090	1.192	1.310
Average Daily, MG	0.947	0.989	0.886	0.851	0.874

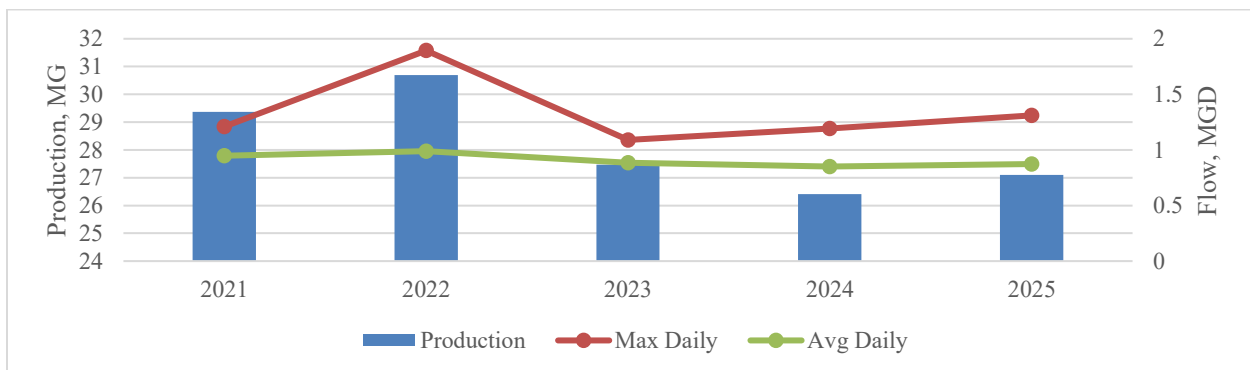


Figure 3. December potable water production for the past five years in Million Gallons (MG).

Water Events & Maintenance Tasks Completed

- Staff assisted a technician with annual disinfection system maintenance.

General Services and Streets - General Services Superintendent

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

- Staff removed debris and maintained drainage inlets during inclement weather. Staff was called out after hours to unplug storm drain inlets, tree limbs, and debris out of the public right of way. Staff rodded culverts and vacuumed storm drain inlets.
- Staff removed a hazardous tree near the Boulevard and Kenmar. Staff chipped brush on Rohnerville.
- Staff raised sewer lids and water boxes on Kenmar and Lawndale.
- Staff patched paved potholes and failing asphalt.
- Staff painted red curbs on Main Street, Boulevard, and Jace at Kenmar Road.
- Staff painted the conference room at City Hall.
- Staff installed a new stop sign at 9th and I Street. Stop and the stop bar road marking will be installed scheduled at a later date.
- Staff picked up roadside trash in various places.
- Staff located a bad wire at the traffic signal at Redwood Way. Traffic signal was put back in operation. Staff repaired the crosswalk rapid rectangle flash beacon at Senestraro and at Redwood Way.
- Staff assisted the Police Department with traffic control for the Al Gray Lighted Parade on Main Street. All staff were stationed from 9th and Main to 16th and Main diverting or holding traffic while the floats passed. Fortuna Police Officers lead the parade.
- Congratulations to employees of 2025 End of the Year Recognition. 5 years – Dylan Burley and RJ Rexford; 10 years – Siana Emmons; 15 years – Racheal Henry and Jeff Jones; 30 years – Bob Natt.
- 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.