



# City Of Vacaville

## Monthly Report

### June 2020

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TO: Honorable Mayor and City Council

FROM: Aaron Busch, City Manager

### **ADMINISTRATIVE SERVICES**

#### **FINANCE DIVISION**

With fiscal yearend quickly approaching, preparation for the City's annual financial audit is currently underway. The City will have new external auditors this year after recently completing a RFP process for audit services; it is a best practice to periodically switch audit firms. The auditors will be performing the interim fieldwork portion of the annual audit in July and then the final audit fieldwork in the fall.

#### **INFORMATION TECHNOLOGY (IT) DIVISION**

For April, the IT Division closed 312 support requests from across the city. IT Division is actively working on major projects to include a public safety radio system upgrade, deployment of a new public safety computer-aided dispatch (CAD) system, and implementation of the ERP system.

### **COMMUNITY DEVELOPMENT**

#### DEPARTMENT DEVELOPMENT RELATED REVENUES

Revenues generated by Community Development during May 2020 were \$260,308.55.

#### **PLANNING COMMISSION**

The Planning Commission met on May 19 and heard the following items:

- DOWNTOWN SPECIFIC PLAN – An update on the status of the Downtown Specific Plan.

#### ADVANCED PLANNING

1. **DOWNTOWN SPECIFIC PLAN / DOWNTOWN CONNECTIVITY AND STREETScape DESIGN PLAN**
  - On May 19, staff presented the current status of the Downtown Specific Plan to the Planning Commission.
  - Staff reviewed and commented on the administrative draft of the Downtown Parking Analysis and Policy Strategy. In preparation of the publication of the public draft of this document, staff will be presenting an overview of this document and existing parking conditions to the Planning Commission on June 16.
  - Staff has been working with the consultant team to finalize the Downtown Affordable Housing and Anti-displacement Strategy, which will be reviewed with the Planning Commission at a future date.
  - Staff is evaluating the schedule for the Downtown Specific Plan.

2. LAND USE & DEVELOPMENT CODE UPDATE

- The City's consultant, Lisa Wise Consulting, completed preliminary draft sections of the updated Code and submitted for review by the City.
- The Planning Commission will receive a review of the Administration & Procedures chapter in June. Additional chapters, such as Residential Design Requirements may also be ready in June.
- All documents are available at [www.vacavillecodeup.com](http://www.vacavillecodeup.com).

3. VEHICULAR MILES TRAVELED CEQA ANALYSIS AND GENERAL PLAN TRANSPORTATION ELEMENT AMENDMENT

Community Development and Public Works are working together to implement Senate Bill 743 which requires that all CEQA documents incorporate and analyze vehicular miles traveled (VMT) starting July 1. Staff is working with consultants to define the scope of work for the technical analysis necessary to support the incorporation of VMT into the General Plan transportation element and to update the relevant goals, policies, and actions. The scope is anticipated to be completed in June.

4. TRAKIT / GIS INTEGRATION PROJECT

The staff continued work on this project which will improve the City's use of the TRAKiT permit scheduling and project tracking data.

5. IMPROVED REPORT & GRAPHICS PRESENTATIONS

The staff completed an evaluation and purchase of Adobe InDesign software to help improve the quality of materials presented for public review on planning matters.

6. UPDATES TO THE ADDRESS DATA IN THE CITY'S DATABASE

This activity updated the City's GIS database to include addresses for a large number of newly created lots in residential subdivisions. This update allows staff to keep or create accurate records on permitting and fees.

7. GREENTREE PROJECT

- Staff and the applicant continue to work towards defining the scope of work for the water supply and quality report, storm drain report, wastewater report, and traffic study.
- Staff, the developer, and the biologists worked closely with California Fish and Wildlife in reviewing possible impacts and potential mitigation for burrowing owls.
- Staff continues to consult with and work with CDFW on biological impacts the project may cause. The environmental impact report has not started being written yet.
- All comments received on the EIR Notice of Preparation are viewable on the project website [www.cityofvacaville.com/greentree](http://www.cityofvacaville.com/greentree).

8. PARK PARISH SUBDIVISION

- Staff and applicants began preparations for a community presentation regarding this proposed project, anticipated to be conducted at the Planning Commission hearing on May 19.
- Staff and the applicant team reviewed recommended land use changes to ensure provision of neighborhood serving commercial services in the area along with the new, proposed housing. The applicant team began working with design consultants to craft visions for neighborhood serving uses on 2 acres on the south side of Cogburn Circle adjacent to the fire station along with finalizing design of the proposed subdivision on the north side of Cogburn Circle.

9. SOLANO MULTISPECIES HABITAT CONSERVATION PLAN

Staff continues to work with SCWA in updating, commenting, and revising the draft HCP.

10. URBANFOOTPRINT CIVIC LICENSE

Staff is in training for use of the program and will begin testing it as an aid for the Downtown Specific Plan.

11. CITY GIS MASTER PLAN

Staff attended the GIS committee meeting and participated in evaluation of the City's GIS needs.

12. CAPITAL IMPROVEMENT PROJECTS GENERAL PLAN CONSISTENCY REVIEW

Staff received the draft CIP list and began the mandatory annual review of new projects proposed for the CIP list for compliance with the General Plan. Staff gave a presentation to Planning Commission on what the CIP list and why they are reviewing it. Staff also updated Planning Commission that the CIP list will be presented to them in June for their General Plan Consistency recommendation to City Council.

13. PROJECT REVIEW COMMITTEE

Staff reviewed and provided comments for the Scoggins Affordable Housing Preliminary project and the Alamo Creek Subdivision.

CURRENT PLANNING

1. DEVELOPMENT REVIEW APPLICATIONS RECEIVED

- LISTER COMMERCIAL BUILDING (FILE NO. 20-096)  
Conditional Use Permit and Design Review requests to construct a 20,500 sq. ft. building on a vacant 3.66-acre site located at the southeast corner of East Monte Vista Avenue and Aviator Drive (APN 0133-380-010). The proposed businesses include Commercial Rental Center (Lister Construction) and Retail Service (Ambrose Solar). The site plan includes 53 parking spaces, a trash enclosure and perimeter landscaping with two driveways on East Monte Vista Avenue.
- NOI COMMERCIAL CENTER TIME EXTENSION (FILE NO. 20-104)  
Time Extension request for the NOI Commercial Center Conditional Use Permit approval to construct an approximately 2,400 sq. ft. commercial center on a vacant 0.65-acre site located at the northwest corner of Cotting Lane and Crocker Drive (APN 0133-020-910).
- HOLBROOK PATIO COVER (FILE NO. 20-088)  
Administrative Clearance request to reduce the allowed rear yard setback from fifteen (15) feet to eleven (11) feet and four (4) inches for a proposed attached patio cover structure at 257 Mandarin Circle.

2. DEVELOPMENT REVIEW APPLICATIONS APPROVED

- HARBISON SENIOR APARTMENTS (FILE NO. 19-349)  
The Vacaville Planning Commission voted 7-0 to reaffirm the General Plan EIR and approve a Planned Development request to construct a 168-unit apartment complex on a vacant 8.86-acre site, located at the northwest corner of Harbison Drive and Ulatis Drive (APNs 0131-030-650, 0131-030-660 and 0131-030-670).
- ALAMO DRIVE DUTCH BROS COFFEE (FILE NO. 19-326)  
The Vacaville Planning Commission voted 7-0 to approve a Conditional Use Permit request to construct an 865 sq. ft. drive-through Dutch Bros coffee shop on a vacant .66-acre parcel, located at 3500 Alamo Drive, near the southeast intersection of Alamo Drive and Nut Tree Road (APN 0136-070-170).
- WALMART MODIFICATION (FILE NO. 19-355)  
The Director of Community Development approved a Modification request to install improvements for a new online grocery pickup area at the existing Walmart located at 1501 Helen Power Drive. The improvements include the following: (1) convert 14 existing parking spaces into 10 spaces designated for online pickup; (2) install directional signs; (3) construct an approximately 1,500 sq. ft. building expansion; and (4) construct a steel canopy over 6 parking spaces.

- **PEACOCK CABANA ADMIN CLEARANCE (FILE NO. 20-074)**  
The Director of Community Development approved an Administrative Clearance request to reduce the required accessory structure setback from ten (10) feet to seven (7) feet and six (6) inches, for the purpose of constructing a 310 sq. ft. accessory structure at 1027 Capitola Court.
- **ALTERIO PATIO COVER ADMIN CLEARANCE (FILE NO. 20-082)**  
The Director of Community Development approved an Administrative Clearance request to reduce the required rear yard setback from fifteen (15) feet to twelve (12) feet and six (6) inches, for the purpose of constructing an approximately 217 sq. ft. patio cover at 267 Primrose Drive.
- **HOLBROOK PATIO COVER (FILE NO. 20-088)**  
The Director of Community Development approved an Administrative Clearance request to reduce the required rear yard setback from fifteen (15) feet to eleven (11) feet and four (4) inches for a proposed attached patio cover structure at 257 Mandarin Circle.

3. HOME OCCUPATION PERMITS

- 36 received, 36 approved

4. BUILDING PERMIT PLAN CHECKS

The Planning Division reviewed 53 Building Permit applications, including:

- Harbison Senior Apartments Grading & Underground
- Sonoma Springs Brewing
- Bethany Lutheran Preschool
- Saratoga House Plans & Plot Plans (Vanden Estates Village C & E)
- Piedmont House Plans (Vanden Estates Village A & B)
- Cerrito Plot Plans (Parkside Subdivision)
- North Village Unit 7C Improvement Plans & Final Map
- North Village Unit 7B House Plans

5. ZONING VERIFICATION REQUESTS

- 0 received; 3 letters issued

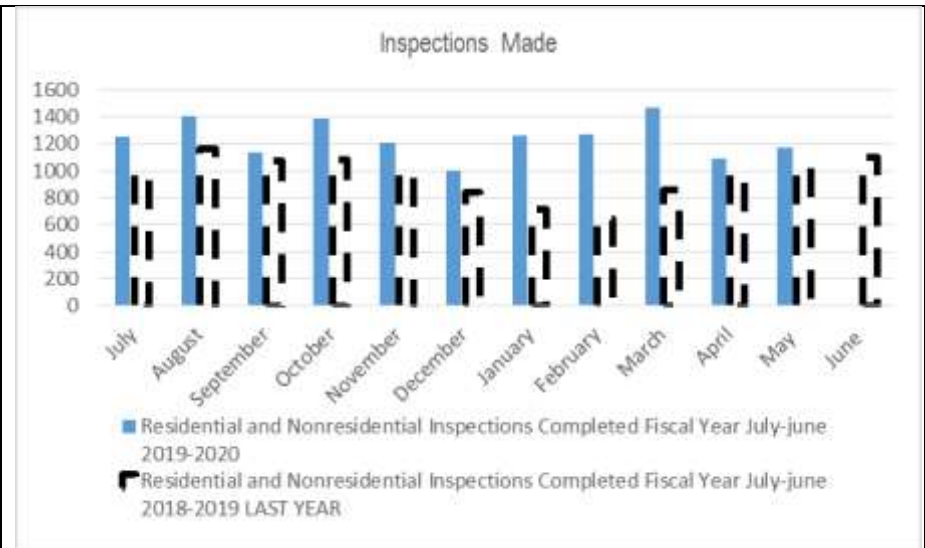
6. PLANNING COUNTER INQUIRIES

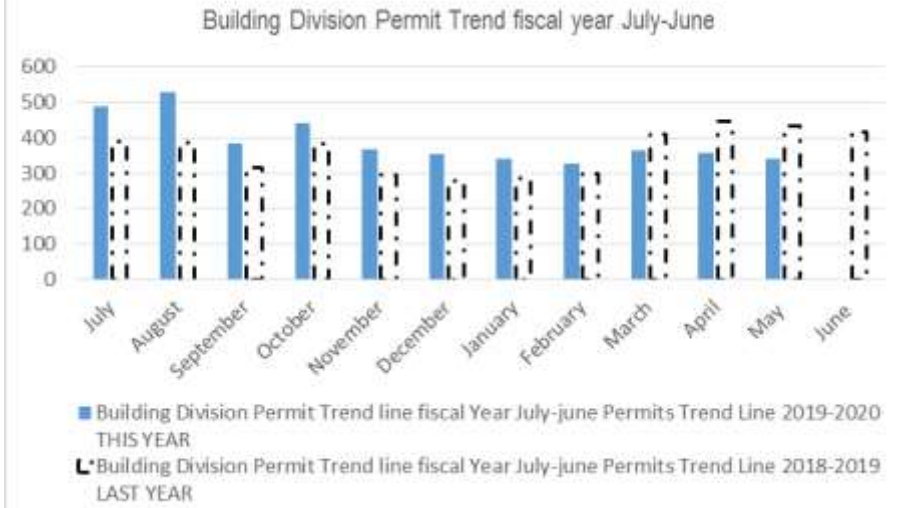


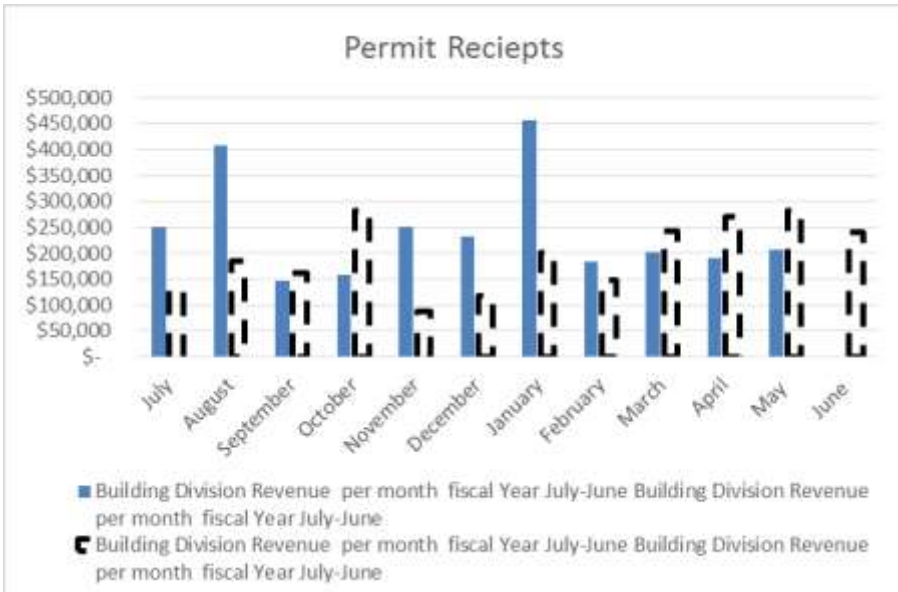
- 92 development related inquires and 1 zoning complaint

**BUILDING DIVISION**

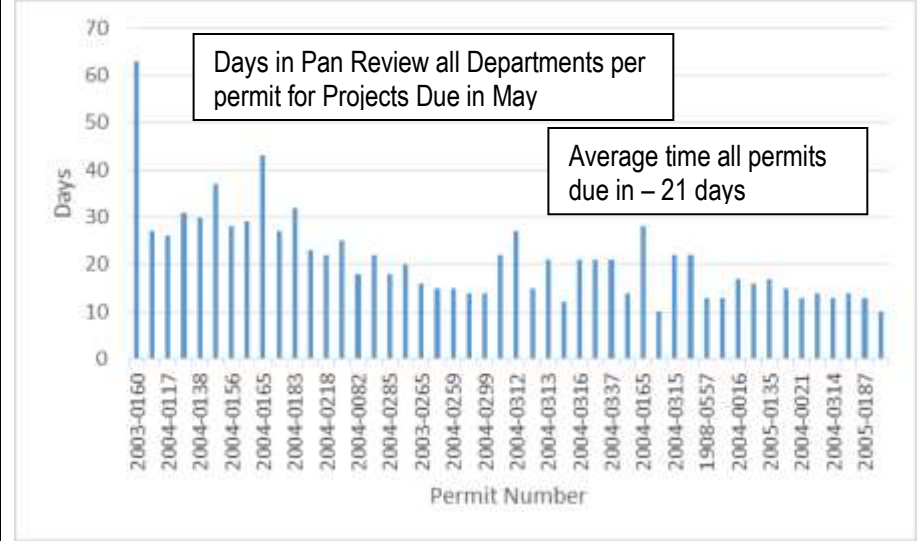
1175 Residential and Nonresidential Building Inspections for the month of May

Inspection trend for the year to this date; total Residential and Nonresidential Building inspections made each month



<p>341 Permits issued for the month of May</p> <p>Permits issued each month this fiscal year with trend line</p> <p>Permits issued in each month same time last year</p>			
<p>New Single Family Dwelling Unit Permits issued this month / total for Fiscal Year 19-20 through May</p>	<p>25/369</p> 	<p>New Single Family Dwelling Unit Permits issued same time Last Fiscal Year 18-19 month / total</p>	<p>22/239</p> 
<p>Residential and Nonresidential Permits Issued for May</p>	<p>Residential Activity - Permits Issued May; 340</p>		<p>Nonresidential Activity - Permits Issued May; 18</p>
<p>Building Division Revenue for May</p> <p>Building Division Revenue in each month this fiscal year and same months last fiscal year</p>	<p>\$206,097</p> 		

City Wide, all departments,  
Building Permit Review times for  
Permit Comments due in May



Special Interest Notes:

- \$23,450 General Plan Implementation and Recovery fees collected in May
- % of On-line Permits of all permits issued in May; 68%
- % of On-line Revenue in May; 15%
- Special Note: On-line Permits are 54% of all permits issued since May 1 of 2015

Projects of Note:

- 51 On-line Solar permits issued in September; Total 53 Solar permits issued in May
- 12 Swimming Pool permits issued in May
- 8 Tenant Improvement and Nonresidential Alteration permits issued in May
- 41 Single Family Dwelling Units passed Final Inspection in May
- 4 Code Enforcement cases opened in May (Building only)

**FIRE**

OPERATIONS

Month Statistics

Total Emergency Responses	848
Emergency Medical Responses	600
Emergency Medical Transports	515
Anticipated EMS Receipts (Approximate)	\$413,441
Average Response Time	4 mins 36 secs
Fire Incidents	21

Fire Incident Types

Building fire	2
Cooking fire	2
Passenger vehicle fire	2
Natural Vegetation fire	1
Brush and grass fire	2
Grass fire	7
Outside rubbish, trash or waste fire	1

Special outside fire, other; mulch fire	1
Outside equipment fire	1
Dumpster or other outside trash fire	2

**HOUSING SERVICES**

**SUCCESSOR AGENCY**

Nothing to report.

**HOUSING SUCCESSOR DIVISION**

On May 12, 2020 the Community Development Block Grant (CDBG) 2020-2025 Consolidated Plan, 2020-2021 Annual Action Plan and amendment to the Citizen Participation Plan was approved by Council. The documents were submitted to HUD for final approval and can be accessed on the City of Vacaville website.

On May 26, 2020, in coordination with the Economic Development Department, staff presented information to the City Council on possible small business assistance programs and funding for the city’s senior hot meal program using Community Development Block Grant (CDBG) funds. Based on City Council direction, staff will draft a proposed small business assistance program and senior hot meal contribution for consideration. All CDBG funding must be submitted and approved by the Federal Department of Housing and Urban Development.

**HOUSING PROGRAMS**

In the month of May 2020, the front counter of the Housing Services Department answered 752 telephone calls. No front counter business occurred during May as the office was closed to the public due to COVID-19.

Type	Jan. 20	Feb. 20	Mar. 20	Apr. 20	May. 20
Public/Client Walk-In’s Assisted	431	327	298	0	0
Public/Client Telephone Calls Assisted	1,002	874	920	564	752
Total:	1,433	1,201	1,278	564	752

**PARKS AND RECREATION**

**PARK PLANNING**

- Creekwalk Permanent Stage: The new stage will be delivered by June 8, 2020.

**ACTIVE AGING**

- Phone bank staff and volunteers continue to provide resources and support the older adult community by making regular check-in phone calls and delivering hot meals 3 times a week.
- Meals on Wheels delivered nutritional meals to 450 of their participants.
- Staff has been coordinating efforts with the AARP Tax Assistance Program Coordinator to discuss the possibility of reintroducing the program to accommodate approximately 300 appointments that were cancelled due to shelter at home directive. Logistical planning includes rearranging the layout of tables and check-in, controlled entrances/exits and additional safety measures that adhere to the CDC’s required protocols.

## EARLY CHILDHOOD ENRICHMENT

- Early Childhood Enrichment was scheduled to host the end of the school year picnic on May 20 at Arlington Park. This event was cancelled due to the COVID-19 pandemic. Several of our preschool sites held drive-by end of the year good-byes for their students which enabled the families to collect their belongings and school projects.

## GYMNASTICS

- In an effort to prepare for re-opening summer camp programs, staff attended a slew of zoom meetings and trainings. Networking with other agencies and gymnastics facilities allowed them to put together comprehensive plans for modified programs.
- Staff took advantage of the shelter at home to do a number of projects to “spruce up” the facility. Deep cleaning; painting bleachers, cubbies and podiums; hanging banners; and removing all foam blocks from “the pit” and replacing the trampoline for safety reasons. Due to COVID “the pit” won’t be available to participants for some time.

## THERAPEUTIC RECREATION

- Staff put together activity packets for participants in an effort to provide some fun and entertainment during these difficult times. The weekly packets include word searches, brain teasers, puzzles, workout routines, recipes, coloring pages, and inspirational quotes.
- With TR programs designated in the late stage 3/stage 4 phase for re-opening, Recreation Coordinator, Breah Haddon, began working as the ADA Liaison for summer camps. Breah has been handling all initial follow-up communication needed for families who list special need, allergies, or required medications on their registration forms. If the follow-up results in the need for an Interactive Process, Breah works with the City ADA Coordinator to complete those. This partnership between Parks and Recreation and Public Works existed for several years and is designed to address the high volume of potential special needs accommodations that may occur in summer. Currently, Breah has handled just over 50 cases since mid-May.

## YOUTH SERVICES

- The Essential Child Camp program continues to offer a care option for City employees Monday-Friday at the Three Oaks Community Center. Facilitated by Youth Services and Preschool staff, the program is available on a reservation basis to Essential employees between the hours of 6:30am-6:00pm at no cost. The program will conclude on Friday, June 12.
- Summer camp planning has been completed and camps are set to open in mid-June. Site Leads have taken part in weekly meetings to collaboratively plan and design camp with a modified structure to include social distancing and best practices for enhanced participant (and staff) safety.

## VACAVILLE PERFORMING ARTS THEATRE

- Although there has not been any in theatre performances, VPAT has been sending a weekly newsletter to all of our patrons! The newsletter includes a list of digital performances that are taking place during the upcoming week.

### June's Events

Currently, all June events/performances are still being rescheduled/cancelled due to the COVID-19 pandemic.



**POLICE DEPARTMENT**

- Property and Evidence completed 99 discoveries and received 391 dispositions for research. The unit completed the intake of 335 pieces of evidence and completed the disposition of 362 pieces.
- Records front counter was closed for the month of May. Additionally they processed 122 vehicles for release, 482 moving citations, 39 parking citations, 61 FI cards, and completed 60 background checks for OPM.
- Communications Center staff answered 2,102 9-1-1 emergency calls, and 10,965 non-emergency calls. Public Safety Dispatchers made 6,127 outbound calls. The center received six text to 9-1-1 sessions. Communications Center staff processed 1,192 Priority 1 Police CAD calls, 923 Priority 1 Fire CAD calls, 1,859 Priority 2 CAD calls, 1,615 Priority 3 CAD calls and 538 Priority 4-6 CAD calls for service for a total of 13,067 calls processed.

Police Department staff investigated 155 reported crimes in May. Part 1 Crimes for the month of May, as reported to the Department of Justice include:

Homicide - 0	Homeless/Property Removal - 1
Rape - 0	Camping Reports - 9
Robbery - 4	Traffic Collisions - 33
Aggravated Assault - 11	Traffic Citations - 417
Burglary - 10	Panhandling Citations - 0
Larceny - 117	Property Loss - \$312,491
Motor Vehicle Theft – 13	Property Recovery - \$162,159
Cases involving Firearms - 14	
Adult Arrests - 440	
Juvenile Arrests - 15	

**PUBLIC WORKS**

ENGINEERING SERVICES DIVISION

Construction

Allison Parkway Lift Station

This project is replacing the existing Allison Drive Sanitary Sewer Lift Station that is functionally deficient and will provide additional capacity for future development of the Rice-McMurtry area. The project was awarded on July 23, 2019, for the bid amount of \$2,877,026 and work began in August, 2019. The contractor has constructed the majority of the wet well, place the parking lot curb, gutter, and first lift of asphalt/concrete, as well as the concrete bio-filter structure. The contractor has also coated the bio-filter with an epoxy coating, and poured the concrete foundation to the utility building. Completion is anticipated in fall of this year.

Elmira Road Water Line Replacement (Peabody to Allison)

This project replaced approximately 2,200 linear feet of 12- inch diameter water line along Elmira Road from Peabody Road to Allison Drive. The waterline is in service as the contractor continues to work on punch list items. Project acceptance should be in July of this year.

## Design

### 2020 Slurry Seal Project

The 2020 Slurry Seal was awarded to VSS International, Inc. of West Sacramento, CA, in the amount of \$3,187,000 at the June 9 City Council meeting. The contract amount was 12% below engineer's estimate. The Slurry Seal project includes more than 25 miles of slurry seal and asphalt rubber cape seal on roads in Maintenance Zones 6, 11, and 12, and pavement rehabilitation at Keating Park, Maximum Fitness and the Merchant and Main parking lots. Asphalt rubber cape seal is being employed for the first time to rehabilitate lower condition roads than are typical for slurry treatment alone. More than ten miles of roads will be treated with AR cape seal. The project is scheduled for 80 working days. The project was designed in-house with design assistance for the Keating Park parking lot provided by Coastland Civil Engineering. The project is funded by Gas Tax (including SB1 funding) and Measure M.

### Alamo Drive/Needham Drive Sewer Rehabilitation

The Alamo Drive/Needham Drive Sewer Replacement project was awarded to APB General Engineering of Concord, CA in the amount of \$155,500 by the Director of Public Works on June 2, 2020. The contract was 1% above the engineer's estimate. The project, replaces approximately 200 feet of deficient sewer main and will include installation of new manholes, and reconnection of sewer laterals. The project should be completed in late summer.

## Development Engineering

### Utility Encroachment Permits

Staff has been working with PG&E and AT&T on streamlining the utility encroachment permit process. Items being discussed include: annual permits, drawdown accounts, contractor's notification to the City, deposits, and bonding. Staff is reviewing these procedures in an effort to improve customer service and reduce staff time in issuing the permits.

### LDK Warehouse Project

The LDK Warehouse project is located on the south side of Midway Road just west of I-505. For construction of this site, the project has an on-site and off-site set of improvement plans that will require an encroachment permit. Staff has been working with the Developer's engineer on reviewing both sets of plans. Staff has approved the on-site set of plans that will allow the contractor to commence with connections to the City utilities and drainage facilities. Staff is continuing to review the parcel map waiver/lot line adjustment and the Midway Road and creek dedications. Staff is working on a deferred improvement agreement which will allow the Developer to defer installing the water main to a future date approved by the City.

## Traffic Engineering

### Highway Safety Improvement Program

Vacaville was awarded a Highway Safety Improvement Program grant. Staff held a kick off meeting with consultants for the portion of the grant that requires the evaluation and design of safety improvements to traffic signals on the Alamo and Peabody corridors.

### Midway Commerce Center Traffic Impact Study

Traffic staff completed a Traffic Impact Study for the Midway Commerce Center Development. The project consists of approximately 1.683 million square feet of warehouse and distribution logistics park in five buildings located on Eubanks Drive.

## UTILITIES

### ENGINEERING

#### CAPITAL IMPROVEMENT PROGRAM PROJECTS

##### Allison Parkway Lift Station Reconstruction and Expansion (DIF 120)

Mark III Construction, Inc., the contractor for the project, has installed the underground piping and formed the building foundation to pour the slab next month.

##### Browns Valley Reservoir Slope Stabilization

Part of the hillside at Browns Valley Reservoir was severely eroded following heavy rains in March 2019. Plans for slope repair and long-term stabilization at the site have been approved and signed, and the project will be going out to bid this month.

##### Well 17

Well 17 will be a new water supply well for the City at the intersection of Alamo Drive and Snowy Owl Drive. Roadrunner Drilling & Pump Company have installed the conductor casing and sanitary seal, and both have been inspected by the County. Roadrunner will return mid-June to continue drilling the well.

#### OPERATIONS & MAINTENANCE PROJECTS

##### Easterly Wastewater Treatment Plant (EWWTP) Well 1 Repair

Pumping tests on Well 1 at the EWWTP indicated that the screened section of the well is clogged and that there may be pump damage. Kirby's Pump & Mechanical is consulting with chemical suppliers to determine the best approach for cleaning the well. Once they receive the recommendation, they will pull the pump to perform inspection, cleaning and any necessary repairs.

##### Influent Control Structure (ICS) Valve Actuators

With the completion of the DIF 54 project and installation of a new gate at the ICS, GSE was contracted to install the actuators for both gates at the ICS. Work began on June 11. One of the actuators has been installed and the work should be complete by the end of June.

#### PLANNING & ASSESSMENTS

##### Citywide Water Modeling

West Yost Associates has provided final project documentation and geographic information system (GIS) information on the updated model of the City's water system that they prepared. The model was calibrated based on data collected in the field last August and verified against information collected through the Utilities Department's SCADA network. Utilities Engineering staff continues to coordinate with IT to have the new modeling software installed and licensed. Utilities staff is reviewing the updated GIS files and will be working with the City's GIS Administrator to upload the information to the citywide database.

#### MAINTENANCE

##### Primary Digester 2 Valve Replacements

Mechanics procured and replaced two locked up digested sludge valves that were discovered to be inoperable during digester startup.

#### New Crane Truck

Mechanical staff took ownership of the Department's new 20 ton crane truck. Staff is installing rigging storage boxes, weight distribution pad racks and other Department specific items.

#### Water Treatment Plant (WTP) Fluoride Pump Failure

Staff overhauled the #1 Fluoride Pump at the Water Treatment Plant.

#### Horse Creek Lift Station Pump Clog

Mechanics were called to the Horse Creek Lift Station for an emergency work order. The pump was completely jammed with non-dispersible materials improperly disposed of down the toilet.

#### WTP DE Mixer

Mechanics performed an emergency repair to the "A" Side Diatomaceous Earth Slurry Tank Mixer at the WTP. The mixer's input shaft seal failed and caused a major lubricant leak. The mixer keeps the DE in suspension in the slurry tank.

#### WTP Evaporative Cooler

Staff performed emergency repairs to the Water Treatment Plant Sodium Hypochlorite Room evaporative cooler. High ambient temperatures can cause the on-site hypochlorite system to electrically trip.

#### Easterly Grit Pump

Mechanics troubleshot and repaired the #3 Grit Pump at Easterly. The pump was reported to have a blown mechanical seal. Investigation revealed that the seal discharge line was plugged causing the seal to leak back through the housing drain. The clog was cleared, preventing a costly seal replacement.

### ADMINISTRATION

#### COVID-19

The Department was able to obtain 310 cloth face masks for our employees at no cost due to our partnership with CalWARN (Cal Water Agency Response Network). This enabled us to further enact all of the provisions necessary to begin reopening our facilities to the public while maintaining social distancing protocols.

#### Water Conservation

The May water consumption figures showed the City had decreased its overall water consumption by 26.5% compared to the same month in 2013. Residents consumed an average of 129.11 gallons per day for the month. For the year, residents have consumed 22.6% less water over the same period than they did in 2013.

#### Staffing

The Department welcomed Steven McDonnell and Michael Bouse, Utility Plant Control Systems Technicians.