



City Of Vacaville

Monthly Report

August 2020

TO: Honorable Mayor and City Council

FROM: Aaron Busch, City Manager

The items being reported below are for the month of July.

CITY MANAGER

ADMINISTRATION

Reorganization

As part of the FY 20-21 Budget, the City Council approved a new reorganization of the former Administration Services Department into a more traditional organizational model, which included separate Human Resources and Finance Departments. In the new fiscal year, implementation of this new plan began with the promotions of Jessica Bowes as the new Director of Human Resources, and Ken Matsumiya as the new Director of Finance. Leslie Hoover was reclassified as the new Budget Manager and relocated to the Finance Department to report to the Finance Director. In addition, the City Manager Office now includes the IT Division and Project Management function, both reporting to Dawn Leonardini, the new Assistant City Manager. GeorgeAnne is newly reclassified to Program Manager and will continue to handle all things Risk Management, General Liability administration, ERP Project Management, Technology Strategic Plan and GIS Masterplan Project Management, Citywide Strategic Plan, and Measure M project tracking, along with other management related duties.

New Hire/Recruitment

Shawn Cunningham, Public Works Director, retired on July 31, 2020. The City is in the process of recruiting for a new Public Works Director. Fire Chief Kris Concepcion continues as interim Public Information Officer until that position is filled.

The Economic Development Department is included in the City Manager's Office and Don Burrus, the former Economic Development Manager, was hired back as the new Economic Development Services Director. Director Burrus will be focusing on new business and the Council approved Biotech Attraction Program.

CITY CLERK

District Elections Update

On July, 13, 2020, the election process began for local candidates seeking a seat on the Vacaville City Council. The new City Council will be comprised of six Councilmembers and one Mayor. There are four districts up for election: Districts 1, 3, 5, and 6. With the recent news that Councilmember Dilenna Harris will not be seeking re-election and the planned resignation of Councilmember Mitch Mashburn who will be assuming his new seat on the Solano County Board of Supervisors next January, there will be a minimum of four new Councilmembers on our next City Council.

There is a lot of interest from prospective candidates in these new district elections; a total of twelve (12) people have taken out papers to file for the upcoming election.

Vacaville residents can look up their voting district here:

<https://cov.maps.arcgis.com/apps/webappviewer/index.html?id=cb2a645f3969405db3c94b3e26d426f9>

Cannabis Tax Measure

On July 14, 2020, the City Council adopted a resolution adding a ballot measure to the general municipal election to be held on November 3, 2020, submitting to the voters of the City a measure to impose a Cannabis Business Tax, Measure V. The Cannabis Business Tax is a general tax enacted solely for general, governmental purposes of the City and not for specific purposes. All of the proceeds from the tax will be placed in the City's general fund and used for any lawful municipal purpose.

ECONOMIC DEVELOPMENT

A highly anticipated beer garden opened in Vacaville. The owners of Sac Yard expanded their business with Beer 40 – a temporary pop-up in the downtown area. The large outdoor setting is ideal during the pandemic, where people can socialize at a distance while enjoying craft beers and wine from local breweries and various food truck offerings to complement the libations.

On July 28, 2020, the Council ratified the extension of Vacaville Al Fresco to include other types of businesses including: gyms and fitness centers, personal services including hair salons and barbers, religious services and cultural ceremonies, museums and galleries, retail, etc. Further details are included in the [program materials](#), available [here](#). Other types of businesses can [apply](#) to conduct business directly outside their business locations, [here](#). At that same meeting, the Council extended the program to include the use of city owned properties and facilities, such as parks, vacant parcels, and outdoor spaces adjacent to City facilities, and to temporarily suspend the collection of fees related to their use. Additional information can be found in the [program materials](#). The [application packet](#) is available to learn more about how to utilize public spaces, like parks, to conduct outdoor business. Completed applications for using public spaces that are not directly outside an existing business should be submitted to the Parks and Recreation Department. The [PDF Application Form](#) is also available [here](#).

INFORMATION TECHNOLOGY (IT) DIVISION

For July, the IT Division closed 467 support requests from across the city. The Public Safety CAD system is now online! IT Division is actively working on major projects to include a Public Safety Radio System upgrades and upgrade fiber services at City Hall.

COMMUNITY DEVELOPMENT

DEPARTMENT DEVELOPMENT RELATED REVENUES

Revenues generated by Community Development during July 2020 were \$ 295,066.71.

PLANNING COMMISSION

The Planning Commission met on July 21 and discussed the following items:

- Aviator and East Monte Vista Warehouse – Proposed project to construct two industrial buildings, located at the northwest corner of East Monte Vista Avenue and Aviator Drive.
- Outdoor Dining Program – Commissioners received an update regarding what has been done and thoughts moving forward. A permanent outdoor dining program is anticipated in the Downtown Specific Plan.
- Planning Commission meeting time – Commissioners agreed to change their meeting time to 6:00 p.m., instead of 7:00 p.m. The goal is to bring their meeting time more in line with City Council meetings.

ADVANCED PLANNING

1. DOWNTOWN SPECIFIC PLAN

On July 21, staff presented the City's Outdoor Eating Program to the Planning Commission. The Downtown Specific Plan will evaluate permitting outdoor eating areas, such as parklets and sidewalk eating areas, as permanent uses within Downtown.

2. LAND USE & DEVELOPMENT CODE UPDATE

The City's consultant, Lisa Wise Consulting, is completing the full draft code for public review beginning in mid-August. All documents are available at www.vacavillecodeup.com.

3. GREENTREE PROJECT

Staff and the applicant reviewed the final scopes of work for the water supply and quality report, storm drain report, wastewater report, and traffic study; and now work towards completing the scheduling goals for the reports. All comments received on the EIR Notice of Preparation are viewable on the project website www.cityofvacaville.com/greentree.

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

Community Development and Public Works continue to work with consultants to support the incorporation of VMT into the General Plan transportation element and project review procedures.

5. HOUSING ELEMENT UPDATE

Staff received a preliminary approval letter from the California Department of Housing and Community development (HCD) regarding the Local Early Action Planning Grants Program (LEAP Program (LEAP) grant in the amount of \$300,000. This grant money will be used to prepare the 2023-2031 Housing Element in-house beginning next year. It will also be used to fund other housing related tasks necessary for the City to meet its regional housing needs allocation (RHNA) obligation. Staff anticipates receiving the countywide RHNA number in late fall/early winter.

6. CANNABIS

Staff continue to work with City Attorney's Office and the City's consultant, HdL, to draft a cannabis tax ordinance for the November ballot. At the July 14 City Council meeting, the measure was set for the November election.

7. 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.

8. PARK PARISH SUBDIVISION

The applicant team began working with design consultants to craft visions for the neighborhood serving uses on two 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. PLANCHECKS and PROJECT REVIEW COMMITTEE

- Farmstead Final Landscape plans, and Improvement Plans
- Parkside and Vanden Meadows Final Landscape plans
- Proposed North Village Area Plan 2 review and comments

CURRENT PLANNING

1. DEVELOPMENT REVIEW APPLICATIONS RECEIVED

- ROBERTS' RANCH HOUSE PLANS, VILLAGE B
Request to construct three (3) single-story house plans on 51 lots, reflecting Spanish, Farmhouse and Craftsman themes.
- NUT TREE FOOD MART
Request to establish a convenience food market at 2501 Nut Tree Road, Suite B.
- NEBULAR BAR & GRILL
Request to establish a new restaurant at 301 Main Street, in downtown Vacaville. The proposed hours of operation for the restaurant would be 11:00 a.m. to 2:00 a.m. Monday through Sunday.

2. DEVELOPMENT REVIEW APPLICATIONS APPROVED

- SAM'S CLUB FUEL CANOPY EXPANSION
Modification approved to expand an existing fuel station canopy located at 1500 Helen Power Drive.
- REGENCY PARK PLAZA
Modification approved to amend the Regency Park Plaza Planned Sign Program for installing new monument signs. The amendment allows an additional sign at 615-653 Elmira Road and an additional monument sign on Nut Tree Road.

3. HOME OCCUPATION PERMITS

- 21 received, 22 approved

4. BUILDING PERMIT PLAN CHECKS

The Planning Division reviewed Building Permit applications, including:

- Brighton Landing, Village 12 House Plans (Cambridge)
- Farmstead House Plans
- Parkside House Plans (Cerrito)
- Vanden Estates, Villages A, B & D House Plans (Montera and Piedmont)

5. ZONING VERIFICATION REQUESTS

- 3 received; 3 letters issued



6. TREE REMOVAL PERMITS

- 3 received; 1 permit issued

7. PLANNING COUNTER INQUIRIES

- 120 development related inquires and 2 zoning complaints

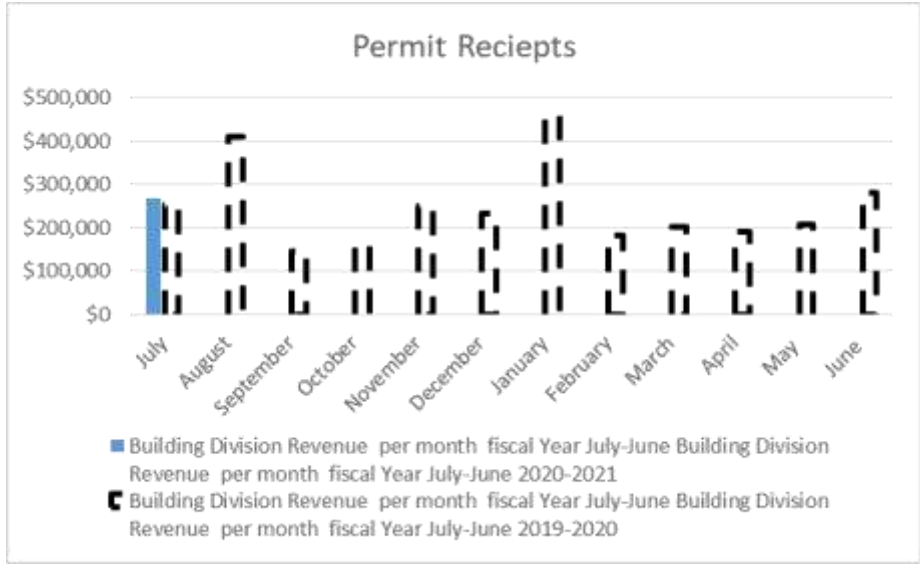
BUILDING DIVISION

<p>1331 Residential and Nonresidential Building Inspections for the month of July</p> <p>Inspection trend for the year to this date; total Residential and Nonresidential Building inspections made each month</p>	<p>Inspection Volume Trend fiscal year July-June</p> <p>■ Residential and Nonresidential Inspections Completed Fiscal Year July-june 2020-2021 ▨ Residential and Nonresidential Inspections Completed Fiscal Year July-june 2019-2020</p>		
<p>483 Permits issued for the month of July</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>Building Division Permit Trend fiscal year July-June</p> <p>■ Building Division Permit Trend line fiscal Year July-june Permits Trend Line 2020-2021 THIS YEAR ▨ Building Division Permit Trend line fiscal Year July-june Permits Trend Line 2019-2020 THIS YEAR</p>		
<p>New Single Family Dwelling Unit Permits issued this month / total for Fiscal Year 19-20 through July</p>	<p>26/26</p> 	<p>New Single Family Dwelling Unit Permits issued same time Last Fiscal Year 18-19 month / total</p>	<p>36/36</p> 
<p>Residential and Nonresidential Permits Issued for July</p>	<p>Residential Activity - Permits Issued July; 458</p>		<p>Nonresidential Activity - Permits Issued July; 25</p>

Building Division Revenue for July 2020

\$266,418

Building Division Revenue in each month this fiscal year and same months last fiscal year



Special Interest Notes:

- \$26,829 General Plan Implementation and Recovery fees collected in July
- % of On-line Permits of all permits issued in July; 54%
- % of On-line Revenue in July; 20%
- Special Note: On-line Permits are 54% of all permits issued since July 1 of 2015

Projects of Note:

- 128 On-line Solar permits issued in September; Total Solar permits issued in July
- 15 Swimming Pool permits issued in July
- 12 Tenant Improvement and Nonresidential Alteration permits issued in July
- 45 Single Family Dwelling Units passed Final Inspection in July
- 3 Code Enforcement cases opened in July (Building only)

FIRE

OPERATIONS

Month Statistics

Total Emergency Responses	889
Emergency Medical Responses	592
Emergency Medical Transports	474
Anticipated EMS Receipts (Approximate)	\$402,762
Average Response Time	4 mins 49 secs
Fire Incidents	41

Fire Incident Types

Fire, other	1
Building fire	4
Cooking fire	1
Trash or rubbish fire	1

Passenger vehicle fire	5
Natural Vegetation fire	1
Forest, woods or wildland fire	1
Brush or brush and grass mixture fire	6
Grass fire	13
Outside rubbish, trash or waste fire	3
Dumpster or other outside receptacle fire	2
Special outside fire	2

HOUSING SERVICES

SUCCESSOR AGENCY

Nothing to report.

HOUSING SUCCESSOR DIVISION

On July 14, the City Council approved a Substantial Amendment to the Community Development Block Grant (CDBG) program to include special CARES Act CDBG funding for a Small Business Grant Program and to provide funding for the City's Senior Hot Meal Program. The Substantial Amendment allocated \$440,000 towards small business grants and \$12,600 for Senior Hot Meals. The Substantial Amendment was sent to the Federal Department of Housing and Urban Development (HUD) for review and approval before funds will be available. An application for the Small Business Assistance Grant Program will be made available upon receiving HUD approval.

On July 28, City Council approved a Disposition, Development and Loan Agreement (DDLA) with Oak Grove Investors L.P. for development of City owned property on Orchard Avenue. The proposed development is planned to include 67 units of rent restricted housing and a community room for existing tenants at the adjacent apartment property and the residents of the newly constructed apartments. Rents will target families at 30% and 45% of Area Median Income (\$27,750 and \$38,160 per year for family of 4, respectively). The developer, Oak Grove Investors L.P., will need to fulfill obligations in the agreement in order to acquire the land and build the apartments. Those obligations include, but are not limited to: public outreach, obtaining planning entitlements, conducting environmental reviews, and a private land acquisition before the project can start construction.

In July, Housing Specialist Kimberly Aguilar passed the Federal Department of Housing and Urban Development (HUD) Housing Counselor Certification test which is required in order for the City to maintain its HUD Housing Counseling Agency certification.

In the month of July 2020, the front counter of the Housing Services Department assisted 1,102 customers by phone and appointment.

Type	Jan. 20	Feb. 20	Mar. 20	Apr. 20	May 20	June 20	July 20
Public/Client Walk-In's Assisted	431	327	298	0	0	200	78
Public/Client Telephone Calls Assisted	1,002	874	920	564	752	941	1,024
Total:	1,433	1,201	1,278	564	752	1,141	1,102

PARKS AND RECREATION

PARK PLANNING

- Trower Park: Possible Prop 68 Per Capita Grant application to add a water spray park amenity and/or flat grass playing area.

AQUATICS

- The Graham Aquatic Center continued to offer AM, Noon, and PM Lap Swim sessions throughout the month of July. The most noticeable change to our Lap Swim programming is that patrons are required to pre-register since we are limited to only one swimmer per lane. The beginning of the month started off slow but by mid-July all time slots were full with waiting lists. Due to the high demand, staff are working on adding sessions in August.
- Several staff became trained instructors for the new aqua boards that were purchased just before the pandemic happened. The aqua boards float on top of the water and allow participants to balance and do conditioning exercises. The boards are attached to the lane lines to remain stationary. Staff hope to be able to offer Aqua Board Conditioning soon.

CULTURAL ARTS

- Music and art camp have dedicated participants who enjoy expressing their creativity in a camp setting. During the month of July, Parks and Recreation hosted MAKE art camps including "Famous Artists", "MAKE a Difference and Action Art" camps. Each camp served the maximum 10 participants and had a waiting list. Music4Everyone instructor, Lone Romagosa, hosted popular music camps, including a songwriting workshop and Extreme Guitar Stars camp.

GYMNASTICS

- In a redesigned camp environment, July brought four full weeks of summer camps to the Gymnastics center. Due to the pandemic two camps were at capacity with 10 campers each. Both sides of the sports center were utilized to ensure proper social distancing and included daily instruction for all skill levels in fun, themed weeks.
- Military & First Responders week provided participants an engaging opportunity to learn about the military, their contributions and what it is like to be far from home.
- Around the World week immersed campers in different countries' culture including food, language and lifestyle.

EARLY CHILDHOOD

- Summer camps were in full swing during the month of July. We offered four weeks of themed Pee Wee Camp for ages 3 to 5.
- Pirates and Princesses allowed participants to create wands, crowns and treasure maps.
- Sports Mania included dressing up as their favorite athlete or wearing their favorite team jersey.
- Super Hero Training campers created and designed their own Superhero logo and name.
- Summer Olympics offered games and contests replicating those of the Summer Olympic Games.
- Campers played active games outdoors, participated in themed arts and crafts activities and learned to socialize at a distance with other children.

THERAPEUTIC RECREATION/ADA

- On July 20, Breah gave a presentation regarding special needs to Camp Cooper staff. This was found to be very beneficial and we will look into extending the training to additional programs and staff.
- We continued offering the weekly TR activity packets, which include word games, brain teasers and other activities for adults with special needs. We plan to continue to offer these through the pandemic.
- As of July, we have had 62 ADA accommodation cases for the summer camp season.

TEENS

- The Online Drivers Education program for teens has seen increased participation during the summer months. Being one of the few activities allowing virtual participation for teens and with fees being reduced in 2019, a higher registration rate has been a direct result.

SENIORS

- Staff continue to pick up donations from Vacaville Storehouse, the Salvation Army and Solano County Food Bank. With additional funding and volunteer assistance, staff reached out to a number of new restaurants, several which have sponsored special events in the past, to diversify and offer additional senior-friendly meals. New local restaurants that have been added thus far include: Back Door Bistro, Erica Marie's Catering, Fuso's, Napoli's, True Roots and Villa Corona. All new participating restaurants have agreed to be mindful of senior dietary needs; soft foods and chicken-based meals has worked well for most. The Senior Meal Program accommodated 13 more people from the waitlist, bringing the total number served to 45.

SPECIAL EVENTS

- This month staff kicked off a new social media engagement activity, named "Trivia Tuesdays". Staff posts a trivia question regarding Vacaville and/or something about recreation. Staff then use the "Friday Feature" to reveal the trivia answer and highlight a recreation program, event or class.

SPECIAL INTEREST

- French for Kids Camp ran from July 13-17. With three participants, the instructor modified all aspects of the class from check-in to French themed projects to bathroom breaks to ensure everyone was able to learn and have fun while still staying safe.

YOUTH & ADULT SPORTS

- During the month of July, Youth Sports continued to offer virtual programming that included a variety of camps by National Academy of Athletics. These included: baseball, martial arts, soccer, volleyball, and softball. Staff also continued to compile instructional videos for the community in order to stay connected and keep youth engaged and active.
- The main focus for sports staff during the month of July was preparation for future programming that will comply with state and local guidelines as well as provide the community the desired outlet for staying active and healthy. Staff have had to adapt and shift their energy from offering traditional sports structures to brainstorming brand new programming that will thrive in the current COVID climate.

YOUTH SERVICES

- Wilderness 101 wrapped up its second annual program session at the end of July. Participants were treated to a modified curriculum with a wealth of visitors, both socially distanced, in-person and through video presentations. The Bohart Museum conducted a virtual tour of their facility and delivered a family of bug species for participants to study and discover. JnW (John and Wendy) Reptile Rescue provided the final program activity with a number of snakes, turtles, and lizards being the most popular guests. The 2020 Wilderness 101 was limited to 20 participants (2 groups of 10) and all of the guest speakers accommodated each group and made for a very successful educational and energetic experience.

VACAVILLE PERFORMING ARTS THEATRE

- Although we have not been able to hold 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.
- Due to the continued social distancing orders, Jake Shimabukuro has been rescheduled for fall of 2021. An official date is still being decided on for this performance.

- Starbound Theatre decided to reschedule the highly anticipated Frozen Jr. for March of 2021.

August's Events

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

POLICE DEPARTMENT

07/04/20 – The Communications Center received a tremendous increase in call volume, especially during the evening hours. A total of 619 phone calls for the day, with 403 coming between the hours of 21-2400. The team performed exemplary, and processed 219 total CAD incidents. Everyone worked hard, answering calls and backing up their radio partners.

07/07/20 – Virtual Summer at City Hall Program began with 20 VUSD students, and focused on program policies, team building activities and a final project. Youth learned about city government, budgeting, career development, resume building and much more. Upon Completion of the program participants received 5 academic credits, a Chromebook, and a monetary stipend.

07/11/20 – The Communications Center received calls for multiple fires on the freeways. Police units assisted by closing multiple intersections and on-ramps, as well as monitoring for any spot fires caused by embers into backyards. During that hour, dispatchers processed 84 calls, 56 of those 911 calls.

During the month of July:

- Property and Evidence completed 163 discoveries and received 41 dispositions for research. The unit completed the intake of 569 pieces of evidence and completed the disposition of 466 pieces. The department received 5 subpoenas.
- Records front counter was closed during the month of July. Additionally they processed 77 vehicles for release, 429 moving citations, 121 parking citations, and completed 106 background checks for OPM.
- Communications Center staff answered 2,267 9-1-1 emergency calls, and 2,267 non-emergency calls. Public Safety Dispatchers made 5,392 outbound calls.
- Communications Center staff processed 753 Priority 1 Police CAD calls, 954 Priority 1 Fire CAD calls, 1,933 Priority 2 CAD calls and 1,752 Priority.

Police Department staff investigated 158 reported crimes in July. Part 1 Crimes for the month of July, as reported to the Department of Justice include:

Homicide - 0	Homeless/Property Removal - 1
Rape - 4	Camping Reports - 3
Robbery - 1	Traffic Collisions - 46
Aggravated Assault - 14	Traffic Citations - 702
Burglary - 7	Panhandling Citations - 0
Larceny - 117	Property Loss - \$214,022
Motor Vehicle Theft – 15	Property Recovery - \$130,572
Cases involving Firearms - 16	
Adult Arrests - 343	
Juvenile Arrests - 1	

PUBLIC WORKS

ENGINEERING SERVICES DIVISION

Construction

Allison Parkway Lift Station

This project is to replace the existing Allison Drive Sanitary Sewer Lift Station to provide capacity for the planned development of the Reynolds Ranch and Rice-McMurtry areas. The project was awarded on July 23, 2019, for the bid amount of \$2,877,026 and the first working day was August 26, 2019. The contractor has constructed the wet well footing and walls, placed the parking lot curb, gutter, and first lift of AC, as well as the concrete bio-filter structure. They have also constructed the utility building that operates the pumps and houses the generator. They will be placing part of the curb, gutter, and sidewalk in the upcoming month.

Slurry Seal and Keating Park

This project consists of pavement preventative maintenance treatments on over 25 centerline miles of residential and collector streets throughout the City, two downtown parking lots, and the Keating Park parking lot. The project was awarded on June 9, 2020, for the bid amount of \$3,817,000 and the first working day was June 29, 2020. The contractor has completed most of the slurry seal on City streets, and the concrete, storm drainage, and leveling courses in Keating Park. Striping at various locations on City streets and the final surface treatment in Keating Park remain to be completed.

Design

Aldridge Road Bridge Replacement

Staff, in coordination with Mark Thomas and Company, has completed 95% plans, specifications, and estimates for the bridge replacement at Aldridge Road and Putah South Canal. Overland Pacific continues their work with design staff to acquire right of way and temporary construction easements for the construction activities. Staff is working with Solano Irrigation District and Bureau of Reclamation on the scheduling of construction activities to minimize impacts to agricultural water delivery. Staff is working with PG&E and other utilities on relocation of facilities in conflict with bridge replacement work. Preliminary scheduling anticipates construction beginning in summer 2021.

City Hall Tenant Improvements

Engineering Services, in coordination with MWA Architects, continues to develop plans for the remodel of the City Manager's Office and the Finance/HR counter areas. The tenant improvements will improve safety at staff/public interaction areas and provide for more efficient use of space. New carpet and paint in the City Manager and City Attorney areas is also included in the project. Plans are currently being reviewed at the 95% completion level. Construction is anticipated to be performed this winter.

Downtown Sewer Improvements

Engineering has combined several maintenance improvement projects to sewer collection systems in the downtown area into one larger job. This project will remove sewer maintenance issues in two alleys, north of Magnolia Avenue and north of Peach Tree Avenue, west of West Street and replace mains in West Street and Merchant Street. Construction Plans and contract drawings are nearing completion and construction is anticipated this fall. Efforts are being made to reduce impacts to residents and businesses by the incorporation of trenchless sewer main and lateral replacement technologies where appropriate.

Development Engineering

2020 Fema Recertification

Staff completed the 2020 FEMA recertification. This certifies that the City is implementing activities under the Community Rating System to ensure compliance with the requirements of the National Flood Insurance Program. This certification allows the residents of Vacaville to obtain lower rates on flood insurance if required due to residing in a FEMA designated floodplain.

Roberts' Ranch Village B

Roberts Ranch is located on the east side of Leisure Town Road just south of the Brighton Landing development and north of Fry Road. The Village B subdivision includes 88 single family units. Staff has reviewed and approved the improvement plans, and has negotiated a Subdivision Improvement Agreement with the developer for the construction and installation of the infrastructure detailed on the improvement plans for the subdivision. The final map is currently in the review process and is schedule for approval in September 2020.

Traffic Engineering

Radar Feedback Signs

The City of Vacaville received a Safe Routes to School Pilot Micro Grant from Solano Transportation Authority to install five Radar Feedback signs around Browns Valley, Callison, and Cambridge Elementary schools. The signs at Cambridge Elementary School have been installed. The remaining signs for Browns Valley and Cambridge Elementary schools will be installed in August.

Student Interns

Traffic Engineering interviewed and subsequently hired one student intern. While student interns gain valuable training in their area of study, they also provide a service to the City. Student interns in Traffic Engineering conduct field investigation, place equipment in the field to collect data, develop graphics, and many other assignments that would have to be completed by full-time staff, in the absence of student interns. Traffic Engineering has historically had their intern for multiple years, with many leaving the City upon graduation to go on to their first professional job.

UTILITIES

ENGINEERING

CAPITAL IMPROVEMENT PROGRAM PROJECTS

Allison Parkway Lift Station Reconstruction and Expansion (DIF 120)

Mark III Construction, Inc. continued construction on the on-site building. The majority of the exterior of the building is complete, and they are currently working on internal framing and roofing for the building. They installed the emergency on-site generator this past month.

Browns Valley Reservoir Slope Stabilization

Ground Control Inc. is on-site performing slope repair and long term stabilization of the hillside at Browns Valley Reservoir and plans to complete the work in August.

Well 17

Roadrunner Drilling & Pump Company has been developing the new water supply well at the intersection of Alamo and Snowy Owl Drives. They have installed a test pump, further development pumping is in progress and water quality testing will be performed soon. Design of the well site will start once well development is complete and water quality test results have been received.

OPERATIONS & MAINTENANCE PROJECTS

Easterly Wastewater Treatment Plant (EWWTP) Well 1 Repair

The screened section of Well was clogged and the pump may be damaged. Kirby's Pump & Mechanical has ordered cleaning agents for the well after consulting with chemical suppliers to determine the best approach. A video inspection of the well has also been completed. Staff are working with the contractor to schedule the full cleaning, inspection, and repairs of the pump and the well.

Vaca Valley Lift Station Valve Replacement Project

GSE Construction has been retained to replace piping and valves in the Vaca Valley Lift Station valve vault after existing valves were found to be leaking. Staff are currently reviewing project submittals from GSE. Installation work is expected to begin in October based on material lead times.

MECHANICAL GROUP

Leisure Town Lift Station Confined Space Entry

Mechanical Staff made a Permit Required Confined Space Entry (CSE), at the Leisure Town Lift Station for slide gate repairs. The number 2 Wet Well influent gate had become extremely hard to operate. Mechanics replaced the bearing support and cleaned up the acme threads on the valve stem. The stem threads were found to be damaged after cleaning and a new stem is being ordered for a future repair. Additionally, the cross-over slide gate valve is non-operable and will require another CSE to repair this gate as influent flows to the station picked up and prevented further repair efforts.

Vaca Valley Well 16 On-Site Generation Project

Mechanics completed the installation of an on-site sodium hypochlorite generation system at Well 16.

Mechanical Seal Replacement

Staff replaced a failed mechanical shaft seal on the Potable Water Treatment Plant Treated Water Pump Station Pump #4.

Easterly Pilot Plant Study

Staff designed and constructed miniature replicas of the Easterly Chlorine Contact Basins for a test of the cause and effect of UV irradiation, chlorine demand/contact time and Trihalomethane (THM).

Easterly South Waste Activated Sludge Pump #2

Mechanics swapped out a ready spare for the South Plant Waste Activated Sludge Pump #2. The pump had reduced output and a leaking mechanical seal. The removed pump will be overhauled in-house.

INSTRUMENTATION CONTROL ELECTRICAL (ICE) GROUP

Variable Frequency Drive Maintenance

Electrical staff completed regular preventative maintenance on eight (8) Variable Frequency Drives for Water and Wastewater. This maintenance prolongs the life of the drive and its related equipment.

SCADA Panel Maintenance

Control Systems staff completed regular preventative maintenance on seven (7) Control cabinets, helping to prevent future failures.

iPad and iPhone Updates

Control Systems staff updated SCADA related software on 19 different devices used in the remote telemetry and control of the various Water and Wastewater facilities. These updates included bug fixes and security related improvements. This effort required extensive coordination with both Operations and the IT group.

Bio-filter Blower Repair

Electrical Staff troubleshot a failed Bio-filter blower system. They identified a failed motor, determined the appropriate replacement, and worked with the Mechanical group to replace it.

ADMINISTRATION

Water Conservation

The July water consumption figures showed the City had decreased its overall water consumption by 13.4% compared to the same month in 2013. Residents consumed an average of 180.31 gallons per day for the month. For the year, residents have consumed 19.2% less water over the same period than they did in 2013.

Staffing

The department welcomed new Engineering Student Intern Junlin Chen. Welcome Junlin.