



# City Of Vacaville

## Monthly Report

### March 2021

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TO: Honorable Mayor and City Council

FROM: Aaron Busch, City Manager

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

#### **CITY MANAGER**

#### **ECONOMIC DEVELOPMENT**

##### Economic Recovery Strategy

Economic Development staff has begun the implementation of the City of Vacaville's COVID-19 Economic Recovery Strategy. This strategy was adopted by the City Council on February 9, 2021, and includes many actionable items to protect and stabilize the City's Economy. Other actions items from the Strategy are also being reviewed and prepared for implementation. One action item identified by the strategy is the development of a shop local program for the small business community. Staff is currently working with Support Local LLC, and the Solano County Small Business Development Center (SBDC) to develop an online "Shop Local" Program. This program is being developed to provide the small business community with an e-commerce platform that will allow them to increase their revenue during the pandemic and beyond. Staff anticipates the Shop Local Platform being up and running by May 2021. To keep the business community informed of the resources available to them, another edition of the Economic Development Department newsletter and e-mail blast have been delivered to all Vacaville businesses that have provided contact information to the City. The newsletter and email blast contained new small business resources information regarding new rounds of State and Federal funding and marketing programs from the Governor's Office, the California Office of the Small Business Advocate and the U.S. Small Business Administration. If you would like to be added to the list to receive the Economic Development newsletter please send your contact information to [EconomicDevelopment@cityofvacaville.com](mailto:EconomicDevelopment@cityofvacaville.com).

##### Manufacturing Retention Program

An additional action item from the COVID Economic Recovery Strategy to be implemented is the Manufacturing Retention Program. Staff will be working with the Solano Small Business Development Center again to develop a Manufacturing Retention Program that will be the cornerstone of the City's Advanced Manufacturing Strategy. This new program will be modeled after a very successful program called Vistage which is a national manufacturer program that provides business development services to manufacturing businesses. Working together, staff will develop a customized local program based on the specific needs of Vacaville's manufacturing community to establish a Vacaville Manufacturers Group (VMG). The intent of the Manufacturing Retention Program is to actively address workforce issues, connect businesses within the manufacturing community with one another, provide a certificate/training program that will benefit the trade industries, and find solutions to manufacturing workforce issues and to assist the City with its efforts to attract more advanced manufacturers that will provide higher value jobs.

**INFORMATION TECHNOLOGY (IT) DIVISION**

For February, the IT Division closed 250 support requests from across the city. Staff shortages are impacting the Helpdesk team. IT Division is actively working with Human Resources to fill one full-time open position target date of mid-March. Significant projects to include Network access switching and Server services upgrades across all City of Vacaville. Beginning to roll out Outlook security enhancements to include external e-mail warning notices and Phishing report button.

**COMMUNITY DEVELOPMENT**

DEPARTMENT DEVELOPMENT RELATED REVENUES

Revenues generated by Community Development during February 2021 were \$234,866.18.

**PLANNING COMMISSION**

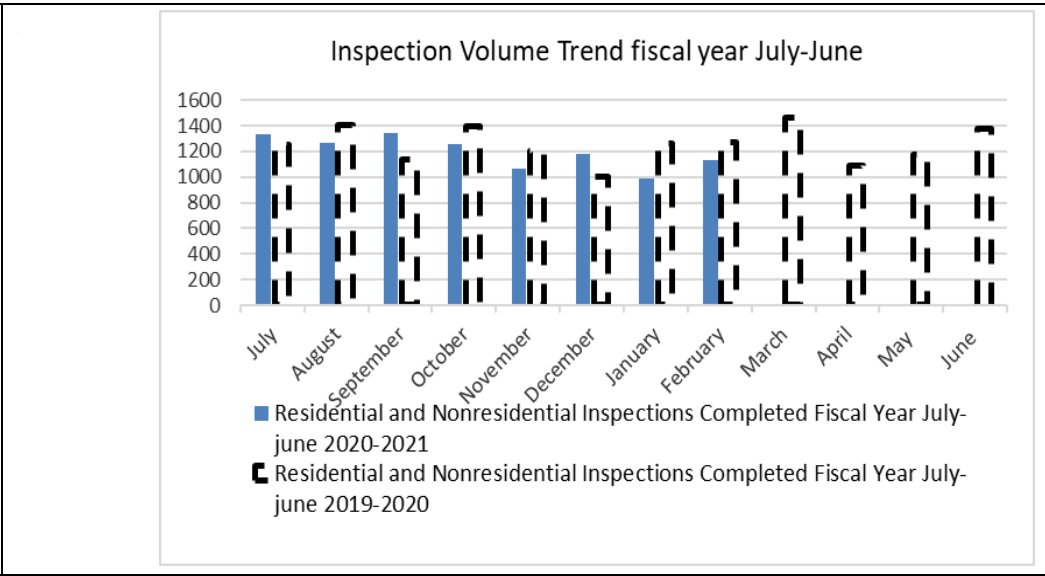
The Planning Commission met on February 16, 2021 and discussed the following items:

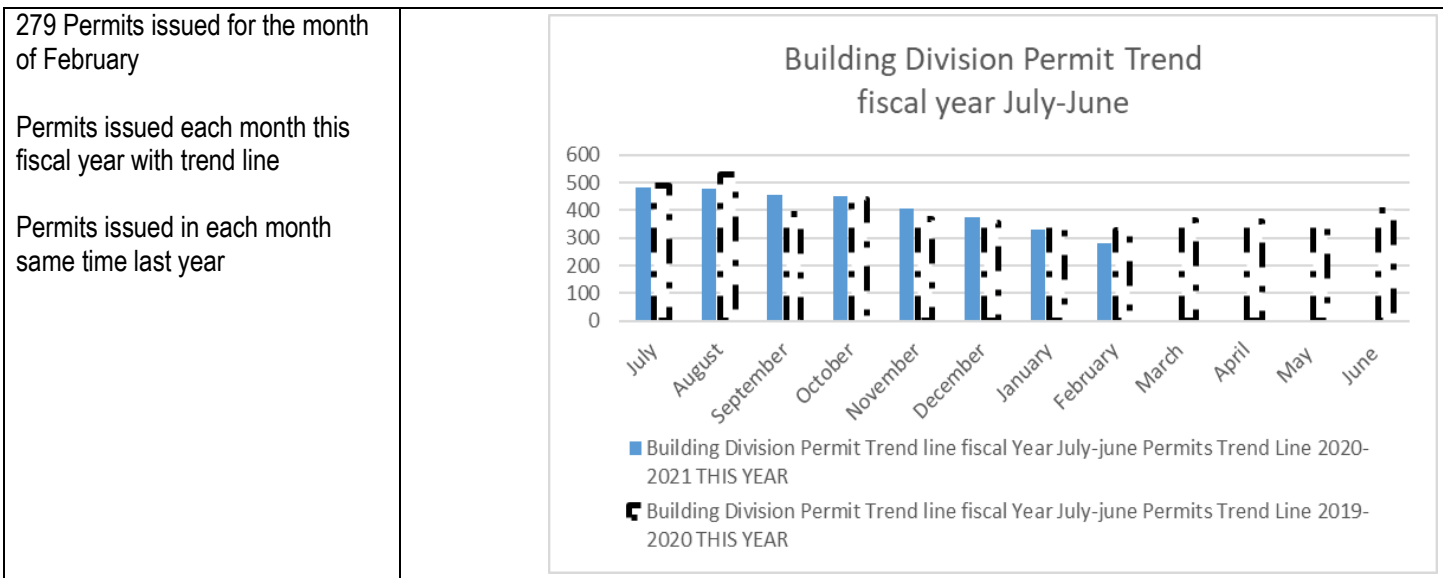
- Park Master Plan Update  
Conceptual language for potential strategies were presented. The Park Master Plan effectively implements the General Plan’s Park & Recreation Element. The Master Plan guides staff, the Planning Commission, City Council, and the community in creating the detailed vision for the City’s park system and implementing this vision over time.
- Annual Status Report of the General Plan and Housing Element  
The progress report is to 1) ensure active use of the General Plan, including the Housing Element, 2) improve implementation of these documents, and 3) to set annual implementation priorities. This was an informational item only.



**BUILDING DIVISION**

1128 Residential and Nonresidential Building Inspections for the month of February

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

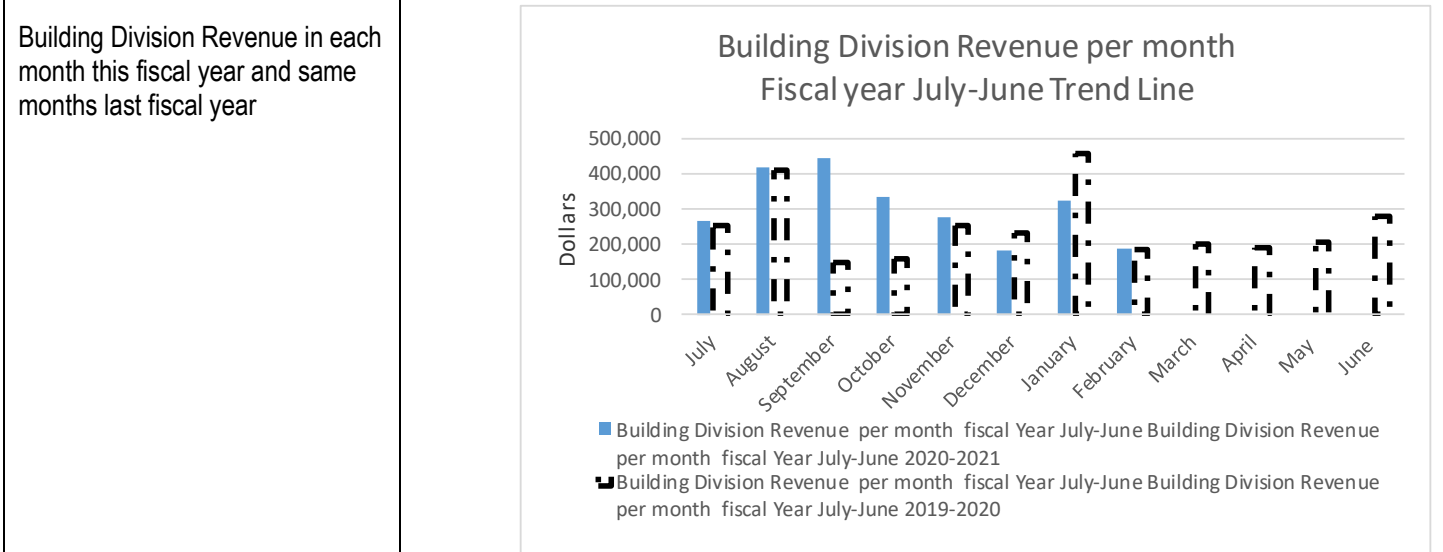




New Single Family Dwelling Unit Permits issued this month / total for Fiscal Year 20-21 through February	<b>33 / 305</b> 	New Single Family Dwelling Unit Permits issued same time Last Fiscal Year 18-19 month / total to date	<b>34 / 312</b> 
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Residential and Nonresidential Permits Issued for February	Residential Activity - Permits Issued February; 264	Nonresidential Activity - Permits Issued February; 15
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Building Division Revenue for February: \$186,236



Council District Activity:

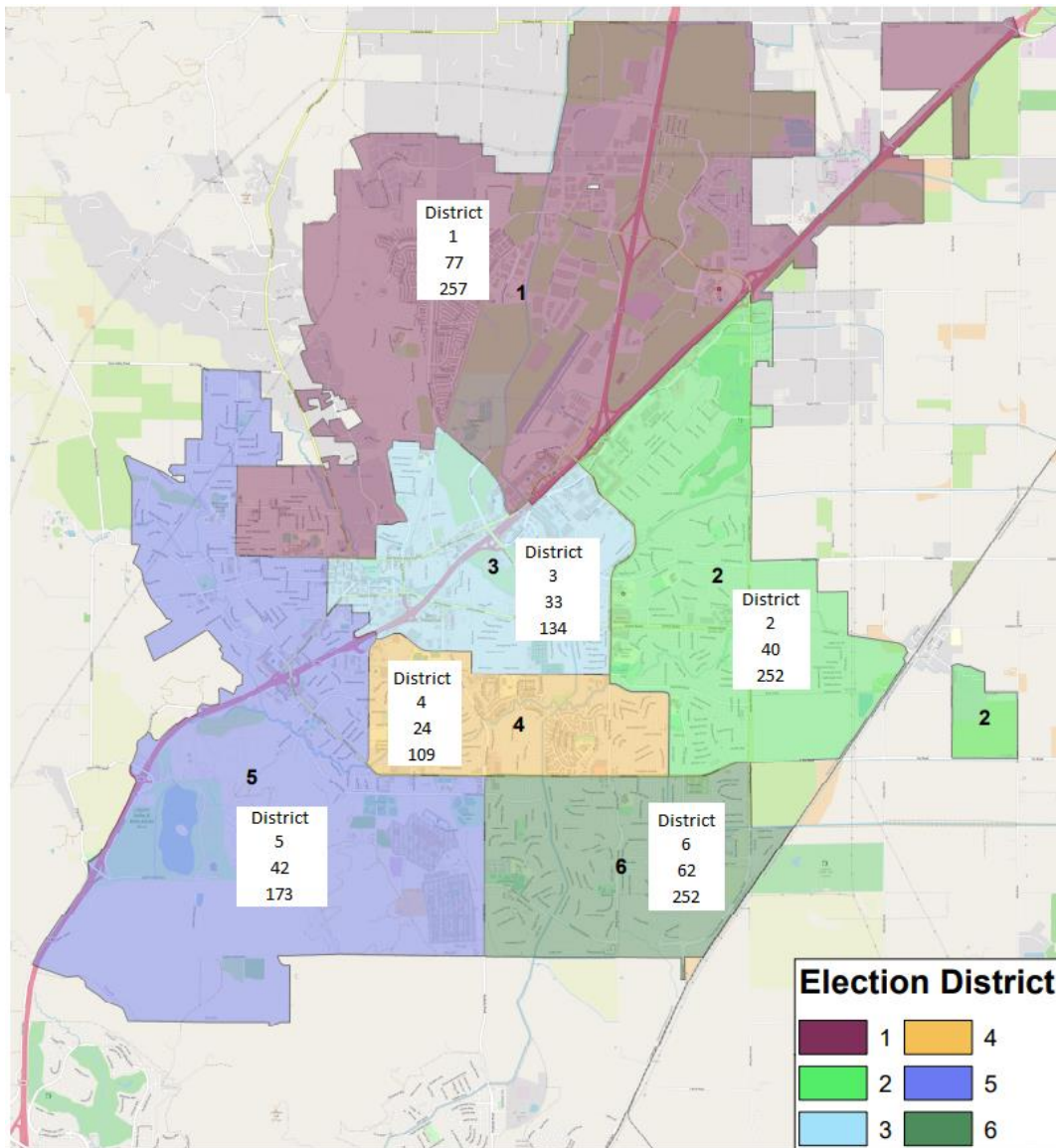
February Building Activity	District 1	District 2	District 3	District 4	District 5	District 6
Permits Issued Per District	77	40	33	24	42	62
Inspections Per District	257	252	134	109	173	252

**Special Interest Notes:**

- \$20,013 General Plan Implementation and Recovery fees collected in February
- % of On-line Permits of all permits issued in February; 59 %
- % of On-line Revenue in February; 18%
- Special Note: On-line Permits are 55% of all permits issued since February 1 of 2015

**Projects of Note:**

- 46 On-line Solar permits issued in February. Total 47 + 27 New SFD w/solar = 74 Solar permits issued in February
- 18 Swimming Pool permits issued in February
- 6 Nonresidential Alteration permits issued in February
- 27 Single Family Dwelling Units passed Final Inspection in February
- 3 Code Enforcement cases opened in February (Building only)



## CURRENT PLANNING

### DISTRICT 1

#### 1. Approved Projects

##### PREMIER RV STORAGE (FILE NO. 20-326)

The Director of Community Development approved a Design Review request to perform site improvements on a 1.3-acre parcel located on Quinn Road, and establish a parking lot for household and recreational vehicles. The improvements consist of a gravel lot, with a 6 ft. decorative perimeter fence, and landscaping to screen the parking lot from the street. Primary access shall be provided by a main entrance near the intersection of Leisure Town Road, with a secondary emergency access driveway on Quinn Road. There shall be no buildings at the site.

##### HORSE CREEK SOCCER FIELD E (FILE NO. 20-190)

The Director of Community Development approved a Design Review request to establish a new soccer field in Centennial Park located at 501 Browns Valley Parkway. The project includes: (1) new junior soccer field; (2) perimeter landscaping; and (3) irrigation. The approval allows an exception to parking development standards to construct 22 gravel parking spaces for temporary overflow parking for special recreational events.

#### 2. Plan Checks

25 plan reviews performed by Planning including:

- Hyatt House (East Monte Vista Avenue and Vaca Valley Parkway)
- Home 2 Suites Hotel (Akerly Drive)
- Amazon Tenant Improvement (4800 Midway Road)
- Farmstead Plot Plans
- Various Patio Covers

### DISTRICT 2

#### 1. New Projects

##### TACO BELL REMODEL (FILE NO. 21-029)

Design Review request to remodel an existing Taco Bell drive-thru restaurant located at 2010 Nut Tree Road. The remodel includes new exterior paint, signage and lighting.

#### 2. Approved Projects

##### WILDHAWK AT ROBERTS' RANCH VILLAGE A (FILE NO. 20-350)

The Director of Community Development approved a Design Review request to construct the Wildhawk House Plans in Roberts' Ranch Village A, to be located east of Carroll Way and north of Fry Road. The approval allows the construction of six (6) house plans on 88 lots. The house plans shall consist of four (4) single-story models and two (2) two-story models ranging in floor area from 1,779 sq. ft. to 2,920 sq. ft. Exterior elevations shall reflect Craftsman, French Cottage, and Tuscan design themes. The proposed floor plans include 3-5 bedrooms, 2-3½ bathrooms with two-car garages. Exterior building materials consist of stucco, stone veneer, decorative foam shutters, horizontal panel siding, shake siding, metal garage doors, and concrete tile roofing. An optional Accessory Dwelling Unit is provided on the ground floor of Plan 6.

#### 3. Plan Checks

8 plan reviews performed by Planning including:

- Sheffield Plot Plans (Brighton Landing Village 9 & 11)
- Bristol Plot Plans (Brighton Landing Village 7)
- Various swimming pools

## DISTRICT 3

### 1. New Projects

#### ALLISON APARTMENTS (FILE NO. 20-314)

Density Bonus, Planned Development and Tentative Parcel Map requests to construct a 187-unit affordable apartment project on a vacant 3.65-acre site, located at the southeast corner of Allison Drive and Nut Tree Parkway. The project consists of one 6-story building with two elevators, and a leasing office on the ground floor. The site plan includes 144 parking spaces with ground floor amenities including a children's playground, picnic area, and a dog park, with primary access on Allison Drive and a secondary emergency access to the adjacent intermodal transit station parking lot. The Density Bonus request is to increase the allowable density from 40 units per acre to 70 units per acre, and the following exceptions to development standards: (1) reduce required parking from 295 spaces to 144 spaces; (2) increase the building height from 48 feet to 70 feet; and (3) not provide private open space areas (balcony or porch).

### 2. Plan Checks

18 plan reviews performed by Planning including:

- Harbison Townhome Apartments (3501 Harbison Drive)
- AJ's Nail & Spa (1061 Helen Power Drive, Suite B300)
- Residential Accessory Dwelling Units

## DISTRICT 4

### 1. Plan Check

1 plan review performed by Planning including:

- Rooftop HVAC Replacement

## DISTRICT 5

### 1. Plan Checks

8 plan reviews performed by Planning, including:

- Residential Accessory Structures
- Residential Swimming Pools
- Residential Patio Covers

## DISTRICT 6

### 1. New Projects

#### SOUTHTOWN DEVELOPMENT AGREEMENT EXTENSION (FILE NO. 21-023)

Amend the Southtown Development Agreement for the purpose of extending the term limit an additional 10 years. The Development Agreement was approved by City Council on May 11, 2004, and subsequently amended to include a term extension ending on June 30, 2021. The amendment would extend the term until June 30, 2031. The amendment is needed for the continued development of Southtown Phase 3, located east of Vanden Road and south of Redstone Parkway. Southtown Phase 3 consists of 242 single-family homes, a 2-acre parcel for Neighborhood Commercial, and an expansion of the eastern side of Magnolia Park.

### 2. Plan Checks

12 plan reviews performed by Planning, including:

- Cerrito Plot Plans (Parkside Subdivision – Vanden Meadows)
- Saratoga Plot Plans (Vanden Estates – Vanden Meadows)
- Residential Swimming pools

- Residential Patio Covers

## MISCELLANEOUS

### HOME OCCUPATION PERMITS

- 24 received; 10 approved

### PLANNING INQUIRIES

- 90 development related inquires

## ADVANCED PLANNING

### 1. DOWNTOWN SPECIFIC PLAN

- Staff is scheduled to receive the administrative draft of the complete Downtown Specific Report (DTSP) in mid-April, with the public draft scheduled for publication in late May/early June. Both the Planning Commission and the City Council will receive a presentation on the draft DTSP in early summer.
- During February, staff worked with the consultant team on various chapters of the Downtown Specific Plan, including permitted uses, development standards, design guidelines and requirements, and historic Main Street design guidelines and requirements. Staff and the consultant team also began work on the General Plan Update environmental impact report addendum that is being prepared for the DTSP. The draft addendum will be published in early summer. Staff will review it with the Planning Commission and the public during the public comment period.

### 2. GREENTREE PROJECT

- The city's consultants reviewed the proposed site plan revisions and began to make necessary revisions in the water, sewer, drainage, and traffic reports.

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

- Staff and the consultants recorded and incorporated the comments and feedback received from the public outreach in January into the draft documents and the draft supplemental environmental impact report.
- The DSEIR and draft documents will be released for the 45-day public review and comment period in early March.

### 4. HOUSING ELEMENT UPDATE

- Staff continues to participate in the countywide sub regional housing needs allocation (sub-RHNA) process. Under this process, Solano County has been assigned its total regional housing needs allocation for the County and the 7 incorporated cities. Through a joint process, the County and the 7 cities are allocating the final RHNA numbers amongst themselves based on a methodology that must be approved by the County City Coordinating Council (4Cs) and by the Department of Housing and Community Development. On January 28, the sub-RHNA working group presented the agreed upon methodology to the 4Cs as an informational item. On March 4, the 4Cs voted to approve the proposed methodology that assigns the RHNA numbers for the County and Solano County cities. The agreed upon methodology is now being submitted to the Department of Housing and Community Development (HCD) for final State approval.
- Staff has acquired a \$300,000 grant for preparation of the Housing Element Update and other housing production related activities.
- Staff has applied for three housing related grants being offered by the Metropolitan Transportation Commission and the Association of Bay Area of Governments. Two of the grants are grants meant to further fund Housing Element Update related activities. One grant is competitive, while the other is not. The third grant is a competitive grant with a maximum \$800,000 award. This grant is for the creation of planning documents that support housing production and VMT reductions within Priority Development Areas (PDAs). Staff will be informed of the status of the competitive grant awards in mid to late May.

- Staff is working on creating a new Housing Element webpage on [www.letstalkvacaville.com](http://www.letstalkvacaville.com).
5. TRAKIT / GIS INTEGRATION PROJECT
    - This project will improve the City's use of the Trait permit scheduling and project tracking data.
    - Staff brought the project to the point of being ready to go live after some cleansing work, which we would need to hire the company to perform.
    - Project is on hold while the Building Division determines if it is worth continuing to invest in this software platform or if we should switch to a different software company.
  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.
    - Staff continues to update data as needed on a constant basis.
  7. URBANFOOTPRINT CIVIC LICENSE  
Staff continues working with Parks and Recreation on finding funding opportunities to improve the Rocky Hill Trail.
  8. ANNUAL GENERAL PLAN STATUS UPDATE AND HOUSING UPDATE  
Staff presented the Annual General Plan Status report to the Planning Commission on February 16, and is schedule to present it to the City Council on March 9. Following these present stations, the document will be submitted to the State prior to April 1 as by state law. Submittal of the report by this date ensures that the City will be remain eligible for various grant funding opportunities.

## FINANCE

A business license is required for all persons engaged in business in the City of Vacaville. The City of Vacaville's annual business licenses expire on April 30 of each year. On or around March 1 of every year, the Business License Division sends out our Annual Business License Renewal forms. This year approximately 5,100 renewals were either emailed or mailed to active businesses. The City of Vacaville has processed 1288 renewals since March 1 and closed 25 business accounts.

- Total renewals sent out – approximately 5,100 (3285 emailed & 1815 mailed)
- 25 closed accounts since renewals went out
- 1288 renewals processed since 3/1/21 (364 manually & 924 web)
- 156 new applications since 1/1/21
- Total current active business licenses = 4969

## FIRE

### OPERATIONS

#### Month Statistics

Total Emergency Responses	828
Total Unit Responses	1,506
Emergency Medical Responses	599
Emergency Medical Transports	503
Anticipated EMS Receipts (Approximate)	\$324,521.45
Average Response Time	4 mins 53 secs
Fire Incidents	8



## **HOUSING SERVICES**

### **HOUSING SUCCESSOR DIVISION**

On February 23, 2021, the City Council held a public hearing to approve the issuance of State Multifamily Housing Revenue Bonds by the California Municipal Finance Authority (CMFA) to finance the construction of Pony Express Senior Apartments. The development will be for 60 affordable senior apartments on City-owned property on the corner of Elmira Road and Shasta Drive. Construction is scheduled to begin early summer this year.

Housing Counseling:

- Staff met with 2 clients for pre-purchase counseling via Zoom.

### **HOUSING PROGRAMS**

In the month of February the FSS Coordinator enrolled 3 new Housing Choice Voucher program participants in the Family Self Sufficiency (FSS) program. The Section 8 Housing Choice Voucher Family Self Sufficiency (FSS) program helps families obtain the skills for employment that will lead to economic independence and self-sufficiency. Participating families execute a contract with the Housing Authority outlining the goals and services identified under the program. With the new additions, the (FSS) program now has a total of 102 participants.

In the month of February 2021, the front counter of the Housing Services Department assisted 817 customers by phone and appointment.

Type	Jan. 21	Feb. 21	CY To Date
Public/Client Walk-In's Assisted	20	27	47
Public/Client Telephone Calls Assisted	918	790	1,708
Total:	938	817	1,755

## **HUMAN RESOURCES**

For the month of February 2021, the Human Resources Department received and screened 272 applications, as well as processed 4 full-time new hires/promotions and 1 part-time hire. In addition, the Department participated in a UC Davis virtual job fair and met with 39 students.

## **PARKS & RECREATION**

### **PARKS AND RECREATION COMMISSION**

- The regularly scheduled Parks and Recreation Commission meeting took place on February 3. Items included a presentation on Lagoon Valley Park Patrol by Park Ranger Justin Salvo; informational business items (1) Brown-Markham Neighborhood Public Recreation Improvement Plan and (2) Jepson Parkway Public Art Update; and several committee reports including updates from the Youth Sports Advisory Team (Commissioner Thompson), Arts Advisory Committee (Commissioner Vasquez), and Play 4 All Committee (Commissioner Lujan).
- The Parks and Recreation Commission held a Special Meeting on Saturday, February 6. The Special Meeting was a workshop dedicated to the draft Parks and Recreation Master Plan. The consultant MIG, gave an overview presentation of the document and received public and Commission feedback.

### **ACTIVE AGING**

- The Active Aging program continues to create community by providing support and social services to those less fortunate and in need during the pandemic. This month, the local Elks Lodge donated 10 bus passes for seniors, staff helped coordinate vaccine appointments for seniors and plans were made for the upcoming AARP tax services.

## AQUATICS

- The Aquatics program opened registration for Spring Water Fitness classes and announced additional times and days. Water Aerobics and Lap Swim will be offered. The Water Aerobic program is expanding to offer Friday morning classes in addition to the Monday-Wednesday and Saturday classes that ran throughout the winter season. Lap Swim times are also expanding to include two additional days of AM Lap Swim, a third session of Noon Lap Swim which will now be offered 7-days per week, and one additional evening of PM Lap Swim.

## CULTURAL ARTS

- Cultural Arts continued to offer virtual ballet, music and voice lessons.

## GYMNASTICS

- February brought Presidents' Day Holiday Break camp to the Gymnastics center. The week included daily instruction for every skill level, games, crafts, and open gym time. A total of six participants flipped, cartwheeled, and tumbled down the spring floor while making new friends and new memories.

## PRESCHOOL

- Class themes for February centered on all things "heart related". Students studied how to have a healthy heart and what makes it "tick".
- Valentine's Day offered our exciting Candy Gram activity which came with a personalized message, candy, & small foam ornament craft. This event was intended for our preschool classes only and was very successful selling 64 Grams to share with classmates.
- Take & Make craft kits for the Presidents' Day Break allowed children and their parents an opportunity to enjoy some craft time together in the comfort of their own home. Each kit contained supplies and instructions for three crafts, a scavenger hunt and a sticker sheet. Preschool Presidents' Day Break Camp held a magical and exciting theme this year for four participants. This amazing camp provided two favorite things combined, Pirates & Pixies! The children had a blast at camp creating accessories such as wands, crowns and treasure maps. The mutiny was held on the last day of camp where all enjoyed great fun!

## THERAPEUTIC RECREATION

- Staff had a zoom meeting with parents from the SODA (Social Opportunities for Disabled Adults) group to brainstorm ideas for future program planning. Many great ideas were shared and proposals are in the works.

## TEENS

- Preparations for Virtual Vaca-Con 2021 are underway and panelists have been scheduled for Saturday, March 27, 2021. Participating panelists have a focus on graphic design and comic creation. The event is free to attend and participants can pre-register at the City of Vacaville's webpage.

## SPECIAL EVENTS

- The Easter event, Bunny Hip Hop & Drop-off, is scheduled for April. Staff are also working on options for CreekWalk 2021.

## SPECIAL INTEREST

- Virtual American Sign Language (ASL) kicked off its second round of classes in February. The instructor has expanded offerings to include a Level Two so that students who've completed Level 1 have the ability to continue strengthening their ASL knowledge. As participants continue to advance the instructor will add a third level this coming summer.

## YOUTH & ADULT SPORTS

- In February, Youth Sports welcomed back the Thunderhawks Running Program following their winter break. The program offers track and field for both novice and experienced runners, ages 7-17, during the spring and summer months and then

pivots to cross country in the fall. Staff is also excited to see how the popularity of Tennis has grown over the last few months. February registration boasted with 96 participants and the waiting lists continue to increase daily.

- Adult Sports staff is excited to be rolling out plans to bring back Adult Softball, as it will be the first league sport offered by the Department in almost a year. Staff is working to secure officials, complete contracts, and prepare for any and all COVID guideline adjustments in order to offer a safe and fun program. Just as Tennis has increased in popularity for youth programs, it is also impacting the world of adult sports. Word is getting out and the number of interested adult participants multiplied from a mere six in the fall, to 33 for the February session!

**YOUTH SERVICES**

- Presidents’ Day Week Camp VACation was held at the Browns Valley Recreation Center from February 16-19, 2021. Eight socially distanced, mask-wearing participants took part in camp activities including outdoor group games, art projects, STEAM projects, and an occasional dance-off!

**VACAVILLE PERFORMING ARTS THEATRE**

- Due to the continued social distancing orders, all events for February were cancelled.
- Looking forward to March VPAT is offering patrons a livestream of a Celtic show! In the past, ticket buyers have been beyond impressed with the Celtic and St. Patrick’s Day celebrations.
- Everyone at VPAT has been missing the sound of entertainment in the theatre but as we continue to social distance we have been looking at other exciting options!

Season Ticket Sales:

Jake Shimabukuro – Rescheduled (226)  
 Menopause – Rescheduled March 24, 2021 (200) (288)  
 Los Chicos del 512 – Rescheduled May 28, 2021 (145)

**POLICE DEPARTMENT**

- Property and Evidence completed 118 discoveries and received 137 dispositions for research. The unit completed the intake of 486 pieces of evidence and completed the disposition of 222 pieces. The department received 7 subpoenas.
- Records front counter was closed to the public. There were 189 moving citations, 337 parking citations, and completed 90 background checks for OPM.
- Communications Center staff answered 1,896 9-1-1 emergency calls, and 10,013 non-emergency calls. Public Safety Dispatchers made 4,225 outbound calls. They received two text to 9-1-1 sessions. Communications Center staff processed 763 Priority 1 Police CAD calls, 901 Priority 1 Fire CAD calls, 1,933 Priority 2 CAD calls and 1,529 Priority 3 CAD calls for service for a total of 11,909 calls processed.

Police Department staff investigated 162 reported crimes in February. Part 1 Crimes for the month of February, as reported to the Department of Justice include:

Homicide- 0	Motor Vehicle Theft- 10
Rape- 6	Gun Statistics- 15
Robbery- 4	Homeless/Property Removal- 0
Aggravated Assault- 10	Camping Reports- 11
Burglary- 8	Traffic Collisions- 65
Larceny- 124	Panhandling Citations- 0
Adult Arrests- 290	Property Loss- \$342,102
Juvenile Arrests- 7	Property Recovery- \$148,424

## PUBLIC WORKS

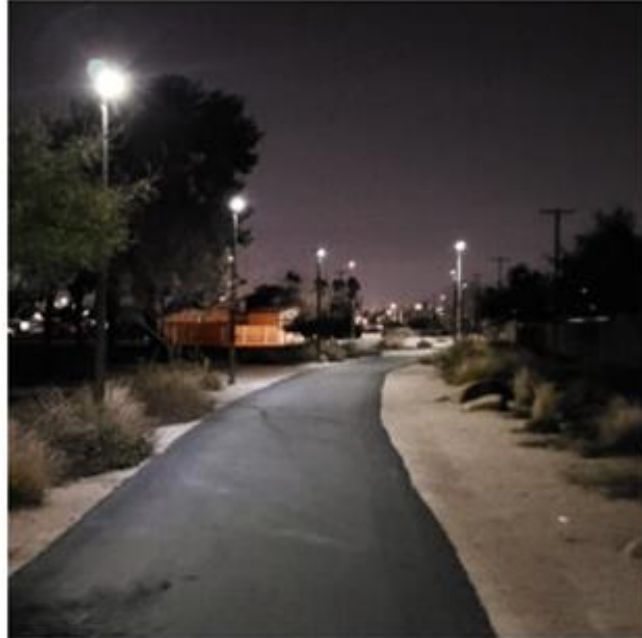
### ENGINEERING SERVICES DIVISION

#### Design

##### Rocky Hill Trail Amenities – Safe Routes to School Micro-Grant

The City of Vacaville has been awarded a micro-grant from the Solano Transportation Authority's (STA) Safe Routes to Schools program for \$21,500, and the City has contributed \$15,000 in additional funds to install lighting along the existing path. Solar lighting is being evaluated to reduce upfront costs of electrical service installations and ongoing maintenance. Lighting for the trail has been an ongoing request of trail users and community members to enhance visibility and safety. Public Works is pleased to be leading efforts, in coordination with REACH and other stakeholders, to complete the work this year. Additional amenities are being evaluated for inclusion dependent upon construction contract costs and potential acquisition of additional grant funding.





## Traffic Engineering

### Vehicle Detection at Intersections

Staff is evaluating new technology at a signalized intersections that provide vehicle detection using high definition video and radar technology. The radar technology allows for vehicle detection in difficult visual environments, such as fog or skewed intersections. Staff is also evaluating new upgraded cameras for advanced detection at the intersections of Leisure Town Road/Alamo Drive, and Leisure Town Road/Marshall Road. Advanced detection allows for the continuous tracking of each vehicle's speed, range, and estimated time of arrival to the stop bar. If the vehicle is in what is called the "dilemma zone", the vehicle has to either break quickly to avoid running the red light, or potentially running the red light. Both situations can result in vehicle accidents. The advanced detection monitors the "dilemma zone" and will extend the green time, allowing vehicles to safely make it through the intersection.

## UTILITIES

### ENGINEERING

#### CAPITAL IMPROVEMENT PROGRAM PROJECTS

##### Well 17

Kennedy/Jenks Consultants has been working on the project design for the full equipping of the well site at the intersection of Alamo and Snowy Drives. The 65% submittal of the design documents will be provided for staff review on March 8, 2021.

##### Well 2 Abandonment and Re-drilling

Wood Rodgers, the project consultant, has submitted the 90% design documents for the re-drilling of the well and Utilities staff is finalizing review comments. Kirby's Pump and Mechanical contractor is working with Solano County to schedule the destruction of the existing well, expected to take place in March.

## PLANNING & ASSESSMENTS

### Recycled Water Master Plan

A full draft of the Master Plan Feasibility Study, Advanced Plan, and associated environmental documents has been completed by Carollo Engineers. The Initial Study and Mitigated Negative Declaration for the project will be brought to City Council as an informational item on March 23, 2021 and for action on April 13, 2021.

### Sewer Force Main Assessment

The second phase of this project has begun, which includes non-destructive testing, closed-circuit television video (CCTV) inspection, and in-pipe leak and air pocket detection. Force mains at Horse Creek Lift Station, Vaca Valley Lift Station, and Leisure Town Lift Station were inspected on March 2, 2021 and March 4, 2021 by a specialized pipeline inspection contractor. Results from these inspections along with the assessments completed in the first project phase will be used to determine pipeline condition to plan for future repairs and replacement.

## MAINTENANCE

### Mechanical Group:

#### Auto Center Well 14 On Site Generation System

Mechanical staff is making great progress installing an on-site sodium hypochlorite generation system at Well 14.

#### Water Treatment Plant "Winter List"

Mechanics are wrapping up work on the Diatomaceous Earth Water Treatment Plant "Winter List". This list of work is developed over the year and undertaken during the winter months while the plant is off-line.

#### Easterly Valve Repair

Mechanics are in the process of machining parts in-house to upgrade and repair a 3" Water valve in Chlorine Contact Basin #4 at the Easterly Wastewater Treatment Plant. The valve was installed during the recent plant upgrades and its thrust bearing failed due to corrosion from the high chlorine levels. Staff will fabricate the replacement bearing from Thordon Polymer Bearing Material.

#### Lift Station Force Main Tests

Staff participated in the Vaca Valley, Horse Creek and Leisure Town Lift Station Force Main Testing.

#### Preventive Maintenance

Staff completed 268 preventive maintenance work orders in February

## INSTRUMENTATION CONTROL ELECTRICAL (ICE) GROUP

### Water and Wastewater

In response to a highly publicized zero-day security exploit, Instrumentation Control and Electrical (ICE) personnel updated all operationally used iPhones and iPads with security update 14.4. In the past, such updates have broken the critical SCADA functionality of these tools, so the ICE team installed all updates on one of each device and thoroughly tested all functionality. Once the safety of the update was established, all devices were collected, updated, tested and returned to Operations staff.

### Leisure Town Well

Leisure Town Well was put back into service after extensive work by an outside contractor. Because of extenuating circumstances, the contractor was not able to test a full start up. When eventual startup failed, ICE staff was called in to troubleshoot and found multiple wiring configuration errors as well as an equipment failure. They were able to get the well up and running in a relatively short time.

## ADMINISTRATION

### Water Conservation

The February water consumption figures showed the City had decreased its overall water consumption by 22.3% compared to the same month in 2013. Residents consumed an average of 69.63 gallons per day for the month. For the year, residents have consumed 7.3% less water over the same period than they did in 2013.

### Staffing

The department welcomed Engineering Technician Daniel DeCaro.