

# City of Vacaville Monthly Report

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*Published: September 2021*

Prepared for  
Honorable Mayor, City Council  
& the Citizens of Vacaville



## Purpose

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The mission of the City of Vacaville is to understand and balance our citizens' needs, desires, and resources to achieve the highest possible quality of life for the overall community through the provision of excellent services and pursuit of our vision. The purpose of this document is to relay what are departments have been working on in order to meet the City's strategic goals:

- Ensure public safety
- Strengthen the local economy
- Protect Vacaville's quality of life
- Maintain effective and efficient services
- Promote community engagement and increased equity and inclusion

## City Manager

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The City Manager's Office day-to-day tasks include providing general administrative direction, leadership, and coordination of all City operations, enforcement of City laws and ordinances, and development of effective short and long-range City plans. They are responsible for implementing City Council policy direction and ensuring that City programs and services are efficiently and effectively provided.

### **Information Technology (IT)**

In the past month the IT helpdesk successfully closed 453 support requests from across the city. All systems and networks had an uptime of 98%, over 63,600 potential email threats were blocked, and 258,590 emails were processed.

Staff also added updates to the Master Address Database and are working with individual departments on the requested future layers section. Other projects include land management review, draft RFP for Citywide Broadband Masterplan study, and replacement of all police department mobile computers.

## Community Development

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The Community Development Department is responsible for coordinating long-range planning and regulating private development in the City, which includes planning, zoning and building permits and inspections. This department also coordinates the activities of the City's Planning Commission. Development related revenues generated by Community Development during July totaled \$273,346.

## **Planning Commission**

The Planning Commission met on August 17, 2021 and discussed parking topics related to the Downtown Specific Plan. Commissioners unanimously recommended that the City Council certify the Supplemental Environmental Impact Report (SEIR), approve the Transportation Element General Plan Amendment, and approve the updated Energy and Conservation Action Strategy (ECAS) project.

## **Building**

### Permits

Building Division revenue for August totaled \$184,633 with 444 permits issued which is slightly less than August 2020. Of those permits, 434 were residential activity permits (24 for new Single Family Dwelling Units) and 10 for non-residential permits. The building department completed 1470 inspections including 34 single family dwelling units that passed final inspection.

Special items of note for the previous month include:

- \$30,268 General Plan Implementation and Recovery Fees collected in August (part of revenue above)
- 133 Solar permits issued in August; 64 of which were pulled online
- Six code enforcement cases opened in August (Building only)

## **Advanced Planning**

### *Downtown Specific Plan*

Staff is working with the consultant to finalize the Downtown Specific Plan and associated environmental review in preparation for issuing a public draft in mid-November. The project is anticipated to be formally reviewed by the Planning Commission in December and the City Council in January/ February 2022.

### *Land Use Development Code*

Staff is working with the consultant to finalize the Land Use Development Code update. The public final draft is expected to be issued in early November.

### *Vehicular Miles Traveled CEQA Analysis and General Plan Transportation Element Amendment*

Staff presented the proposed General Plan Amendment and update to the ECAS to Planning Commission on August 24, 2021. Planning Commission received the draft documents for consideration to make a recommendation to City Council. Following a detailed presentation, public hearing and commission discussion, the Planning Commission unanimously recommended that City Council approve the project as proposed. City Council will consider the proposed project at the September 28, 2021 meeting for a final determination.

### *Greentree Project*

Staff continued to review draft documents that the applicant submitted to provide comments for consistency, regulatory compliance, and other revisions.

### *Interdepartmental Projects*

Staff is working with Parks and Recreation to develop a mural program. Staff is researching grant opportunities for improving public space and discussing potential projects with other departments.

Current Planning – see district map [here](#)

### *District 1*

Modification request to change the existing Midway Commerce Center project to be located at the southwest corner of Midway Road and Eubanks Drive. The Midway Commerce Center project consists of 1.53 million sq. ft. of warehouse space with accessory offices on four parcels totaling approximately 90 acres. The revision would reduce the number of buildings from five buildings to three buildings. Two buildings would remain consistent with the approved project, and three buildings would be combined into one new building consisting of approximately 1.23 million sq. ft. The site plan includes three buildings, seven driveways on Eubanks Drive, 1,400 spaces for cars and trucks, and on-site landscaping.

General Plan Amendment, Zoning Map Amendment, Annexation and Tentative Map requests to annex a vacant 35.5 acre site northwest of McMurtry Lane in the Cheyenne subdivision, for the purpose of establishing 24 lots for single-family residential development. The proposal changes General Plan designation from Hillside Agriculture to Residential Estates. The annexation would include two parcels totaling 35.5 acres.

Staff performed 22 plan reviews including Reserve at Browns Valley Phase 3, Farmstead, Amazon Tenant Improvement (4800 Midway Road), and residential patio covers and swimming pools.

### *District 2*

Planned Development request to establish the Kairos Public Charter School Master Plan on an 11.0-acre parcel located west of Sunflower Street, in the Brighton Landing subdivision (APN 0138-020-250). The proposed master plan would accommodate grades from kindergarten to 8th grade, and would generate a student enrollment of 600 students. The school would include an Independent Study Program with a proposed enrollment of 200 students. The master plan would allow development to occur in phases, with the independent study program building occurring in the first phase.

Staff performed 92 plan reviews including Toyota Dealership Remodel (500 Orange

Drive), Sheffield Plot Plans (Brighton Landing Village 11), and residential patio covers and swimming pools.

### *District 3*

No new or approved projects in this district. Staff performed 92 plan reviews including Raising Cane's Chicken Fingers (160 Nut Tree Parkway), Harbison Apartments Solar Panels (3501 Harbison Drive), and PG&E Corporation Yard Improvements (158 Peabody Road).

### *District 4*

No new or approved projects in this district. Staff performed three plan reviews including residential accessory dwelling unit and patio covers.

### *District 5*

Administrative Clearance request to reduce the required rear yard setback from 20 feet to 15 feet for the purpose of constructing a 72 square foot addition onto the existing single-family residence located at 654 Houston Court. No approved projects in this district. Staff performed seven (7) plan reviews including Verizon Cell Tower Alterations (190 South Orchard Avenue) and residential patio covers and swimming pools.

### *District 6*

No new or approved projects in this district. Staff approved Villages at Vanden house plans and performed 14 plan reviews including Dutch Brothers (3500 Alamo Drive), The Seasons at Vanden Meadows House Plans, and residential patio covers and swimming pools.

## **Finance**

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The Finance Department is responsible for providing support services to all departments in the City. Finance staff are dedicated to providing excellent customer service in an efficient and courteous manner. The Finance Department oversees the fiscal affairs of the City and provides financial services to including accounts payable/receivable, business license administration, purchasing, utility billing and water services.

The final phase, Utility Billing, of the City's new Enterprise Resource Planning (ERP) software will go live in late September. The upgrade will provide a more modern system interface that

will allow staff to better assist our customers. The City’s current ERP system has been in use since 2001 and was in dire need of replacement due to a lack of software updates and support going forward. The first two phases of the ERP implementation, Financials and Human Capital Management, went live in January 2021.

## Fire

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The mission of the Vacaville Fire Department is to reduce the impact of emergencies in a caring and competent way through prevention, education, and emergency response. Our firefighters are highly skilled and trained “all-risk” emergency responders providing services to Vacaville out of five fire stations across the city. The Fire Prevention Bureau provides public education services, inspection services, plans checking, and post-incident fire investigation. Our Support Services staff provides a full range of data analysis, clerical support, and public education services.

This month’s significant incidences include a vegetation fire in Lagoon Valley that was contained to five acres on the small hill between the park and detention basin. Units also responded to a first alarm structure fire on Houston Court which was contained to the garage. Code Enforcement received 138 complaints the majority of which were property maintenance and obstruction claims.

### Monthly Statistics

Total Emergency Responses	1,154
Emergency Medical Responses	851
Emergency Medical Transports	737
Anticipated EMS Receipts (Approximate)	\$450,302.31
Average Response Time	4 mins 58 secs
Fire Incidents	27

## Housing and Community Services

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Department of Housing Services (DHS) is responsible for the operation of programs addressing housing needs, neighborhood revitalization, family self-sufficiency and promoting affordable housing development designed to eliminate blight and improve the standard of living. Programs include Housing Services, First-time Homebuyers Program and Neighborhood Services. In the month of July, the front counter assisted 1,118 customers by phone or appointment.

### Housing Programs

At the August 10, 2021 City Council meeting, the City Council approved a contract with Economic Planning Systems, Inc. in the amount of \$120,927 to prepare a Comprehensive Housing Strategy. The Strategy will implement City Strategic Plan Goal # 3, Protect Vacaville’s Quality of Life, Initiative 3A “Promote Housing for All”. The Strategy will: promote multiple forms of rental and homeownership opportunities; identify strategies to remove barriers; identify new ways to generate additional affordable housing and preserve existing affordable housing; and identify strategies to encourage the development community to provide housing for all current and future Vacaville residents. A project “kick-off” meeting will be scheduled with community outreach to follow which will inform the Strategy. The Strategy is planned to be completed in March 2022.

On August 24th, the City Council approved payoff of certain loans and restructuring remaining loans for Vacaville Meadows and Lincoln Corner Apartments, and the sale of the land for Lincoln Corner Apartments. These actions will allow the properties to obtain financing to make an investment of almost \$3 million to put back into the properties through interior and exterior property improvements. In return, the properties will remain affordable an additional 9 years to the year 2076.

## Human Resources

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At the City of Vacaville, employees are our most valuable resource. Human Resources is here for all employees whether current, retiree, or considering a career. Staff provide a full range of services including recruitment, benefits and payroll administration, classification and compensations, employee training, labor and employee relations, safety, and worker’s compensation.

For the month of August 2021, the Human Resources Department received and screened 373 applications and processed 8 full-time new hires/promotions, in addition to 11 part-time hires.

## Parks and Recreation

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Parks and Recreation Department offers a diverse selection of activities to make life more active, healthy and fun for residents. This includes local parks, performing arts theatre, state-of-the-art aquatic center, bike trails, and community recreational programs and activities. Parks and Recreation is committed to establishing and maintaining facilities, parks and services that enhance the quality of life for the community.

### **Parks and Recreation Commission**

The Parks and Recreation Commission met on August 4, 2021 and recognized Bob Vollmer and Lori Hartley for their many years of service on the Arts Advisory Committee; the Commission then unanimously appointed Amy Robinson, Brooke Fox and Colleen Schulman to serve on the Arts Advisory Committee. Staff also gave a presentation on the Park Development Process, specifically on how Community and Regional Parks, Open Spaces, and Bikeway locations are chosen, what drives design decisions, and how master plans for these types of facilities are

developed.

### **Active Aging**

August brought the return of exercise and dance classes. Participants have been excited to visit with new and old friends. Acoustic Jam session returned this month with about 18 participants. This is an inclusive jam session where all are invited to come and play an instrument, listen or dance along.

### **Aquatics**

August was an exciting month as Aquatic staff wrapped up a busy summer season. To acknowledge all the hard work that staff accomplished, the last in-service meeting included recognition awards and games. This is an important aspect of keeping the employees motivated as many continue to stay on throughout the calendar year.

The first ever Cardboard Boat Regatta was also held at the beginning of the month, with four teams registered. The event was held during open swim and provided patrons with some fun-filled entertainment as families attempted to build cardboard boats with duct tape and scissors that were expected to float. Sadly they all sank! Regardless, everyone had a great time. The Vacaville Reporter dropped by which will help market for next year's event.

### **Cultural Arts**

August brought the close of Art & Science and Music4Everyone summer camps however, two new contractors will be teaching cultural art classes. Tori Carr will be teaching Acrylic Paint Classes and Clara Sotero will be offering Cricut Classes inspired by holidays and/or traditions from around the world.

### **Early Childhood Enrichment**

Early Childhood Enrichment offered two weeks of Pee Wee Camp for ages 3-5. Each week offered a different theme including Digging for Dinosaurs and Art explosion. The camp was so popular staff offered two sessions during the summer. Campers played active outdoor games, participated in themed arts and crafts activities and learned to socialize at a distance with other children. Creativity, imagination, engineering skills, and science are a large part of these summer themed camps.

Our third session of Summer Preschool was cancelled unfortunately due to lower numbers and staffing issues.

In preparation for the upcoming school year, staff held the annual Open House sessions for preschool parents and families. Over 50 parents and children attended the events, held at each of the 4 sites, over the course of two separate days. One evening was dedicated to four year olds and another evening for the three year olds. Preschool instructors provided activities and play stations for the children while parents met with the teachers, reviewed policies and asked questions to ease their first day concerns.



## **Gymnastics**

In a redesigned camp environment, the month of August culminated the summer camp series with one last full week of fun! Due to the pandemic, class was restricted to 20 participants. All nine weeks were at maximum capacity. Participants were engaged with daily instruction for every skill level along with themed weeks.

Our Summer Session (II) began the week of July 19 and concluded the week of August 28. Several new classes opened to offer multiple days and times of varying skill levels to children of all ages. A total of 172 participants were enrolled in the session. Private and semi-private lessons also were offered. With COVID restrictions lifting, staff will continue to open class sizes to accommodate more participants. Several enrichment classes are slated to open in the fall as well as our restructured Open Gym sessions.

## **Youth & Adult Sports**

During the month of August, the T-Ball League was in full swing. Two divisions ranging from ages 4-8, included 13 teams. There was a dedicated group of volunteer coaches crucial to making the program a success. Despite the handful of hot and smoky days which forced the program to cancel, positive feedback was received that reflected how much fun the kids had learning the sport of baseball. The sports office also spent a great deal of time organizing the Fall Baseball League which includes both a recreation division and a competitive division. With two leagues set to run simultaneously, staff have been busy organizing volunteers, officials, and inventorying, cleaning, and purchasing new equipment. During this time the Summer Adult Softball League (delayed start due to COVID) also kicked off and includes 45 teams playing 5 days each week. August also marked the return of Karate to their Three Oaks home. They spent the past year enduring the elements at the Harbison Pavilion and are now settling back into a groove and holding classes for youth and adults alike. Staff continue to foster the growth of our tennis programming, horsemanship classes, football conditioning courses, and soccer programming as we close out the summer and head into the fall.

The new Recreation Specialist III, Christian Wallace, for Georgie Duke Sports Center started in early August, and brings a solid background of sports knowledge to the team. Christian spent the month settling in to his new surroundings, connecting with staff, and getting to know the Duke's "regulars". He has a number of good ideas that will help streamline processes and attract new customers.

With school starting back up and the new Buckingham High School settling in next door to the Georgie Duke Sports Center, staff met with, and worked out, a regular use schedule for students. The afternoon hours are traditionally not used and therefore provide some dedicated time for the Buckingham classes to host indoor PE sessions as well as bring in additional revenue for the facility. Buckingham's future gymnasium is expected to be completed in the next 1-2 years.

## **Teens**

A new teen program in the works! Leading Events for Teens (LET) is a dynamic motivational and leadership opportunity for teens in grades 6-12 who have a sincere commitment to create extraordinary results in their lives. The planning team allows teenagers to discover and redesign the events, activities, and programs offered to the community. Interested teens should complete an application at any City of Vacaville community center or online through CivicRec.

This month staff reached out to teens in the Vacaville community to see what they desire in terms of programming for teens. A survey was sent out to local middle and high school students. So far, 45 responses have been received. General feedback included requests for things like college and career readiness workshops and day trips to sporting events. Of those surveyed, 19 teens expressed interest in participating in the new LET program!

### **Therapeutic Recreation (TR)**

On August 7, TR hosted the inaugural monthly Pizza Party. Seven participants played games with staff, listened to music, danced, ate pizza and socialized with peers. On August 20, TR staff participated in a meeting with a group called 'Found It!' to discuss diversity, equity and inclusion. The Coordinator has also been busy brainstorming new program ideas, interviewing and hiring Rec Specialists, developing the upcoming Life Skills class and putting new contracts into place.

### **Special Events**

Another successful CreekWalk Concert Series for the books! Whether the weather be hot or smoky, staff arrived ready to work all season long. Even though smoke was the big issue this month with numerous fires burning in our area, the series proved to be a much needed community event which had attendance between 1,000-1,500 per show.

### **Special Interest**

For Special Interests, staff had the opportunity to provide a multitude of programs and classes for the community. The CPR class, hosted by longtime instructor, Pamela Graham, was completely full with waitlist. The department is looking forward to bringing back instructor, Linda Holliman, to teach Origami and Making Machines classes for the youth. Staff also started looking into the possibility of bringing on a new automotive instructor in hopes of getting the program added to the upcoming spring season. Special Interest continues to advertise and market for new instructors to increase program offerings.

### **Vacaville Performing Arts Theatre (VPAT)**

As precautionary measures for COVID-19 are beginning to decrease in Solano County, VPAT is able to schedule shows for the coming months! We are incredibly excited to welcome back our patrons and loyal rental clients. VPAT is happy to have Blake Austin graduates cross the VPAT stage on September 16. Upcoming events include Jake Shimabukuro, Menopause, and Los

Chicos del 512.

## Police Department

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The Police Department serves the public through its patrol and detective services. In addition, the department also has a special weapon and tactics team, a Youth Services Section, a Community Resource Unit (CRU), and K-9 units. Among the special units is Family Investigative Response and Services Team (FIRST) that encompasses domestic violence, adult abuse, and child abuse. The Family Resource Center works out of our FIRST office.

The property and evidence teams completed 123 discoveries and received 29 dispositions for research. The unit completed the intake of 492 pieces of evidence and completed the disposition of 787 pieces. The records counter processed 65 vehicles for release, 268 moving citations, 296 parking citations, and completed 104 background checks for the Office of Personnel Management. The Police Department investigated 156 reported crimes last month the majority of which were larceny and traffic collisions.

## Community Outreach



Representatives from Vacaville PD have been very busy in the community. Family Support Workers have been diligent in supporting those in our community that need a helping hand. They have also given several presentations to Vacaville Unified School District (VUSD) staff highlighting gang prevention and walking staff through the referral process to the gang prevention /intervention program. 217 referrals were made to our Family Resource Center in the month of August.

The Intern Counseling Program kicked off this month with twelve counseling inters to staff fifteen VUSD schools and has already had a significant positive impact on students.

In early September, Police Activities League (PAL) hosted a Pizza Night for youth participants and officers. While playing games and enjoying snacks and dessert, youth also were introduced to Vacaville's Police Cadet Program and many showed interest in joining. Additionally our very own Abigail Isenhour was recognized by the National Police Activities League (NPAL) as the Law Enforcement Officer of the Year on Friday, August 20th. Abigail has volunteered and devoted countless hours to the youth in our PAL program. She participates in many of VPAL's team and skill building events such as paint nights, fieldtrips, sports and culinary sessions. She strives to provide positive programs to teach at-risk youth respect and a sense of community.

## Communications Center

Communications Center staff answered 12,730 9-1-1 emergency calls. Of these calls 5,663 were Priority 1 meaning emergencies requiring immediate dispatch, 1,296 fire incidents and 4,367 police incidents.

## Public Works

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Public Works is responsible for every public facility that a citizen sees and uses in their daily life. It consists of three divisions. The Engineering Services Division is further divided into sections: Design, Construction and Land Development, and Administration. The Design team consists of civil engineers and technical support staff who provide full service design, right-of-way acquisition, and project management for all Capital Improvement Projects. The Construction and Land Development sections includes professional engineers and technical staff with expertise in construction specializing in field testing and inspection as well as full service construction administration. The last section, Administration provides accounting, customer service, grant and technical administrative support. The Traffic Engineering Division is responsible for the planning, design, and operation of the street network. The Maintenance Division provides municipal services such as street repair, maintenance of water and sewer lines, and upkeep of the parks.

### Engineering Services Division

#### Design



The City has opened bids for the Alamo Sewer replacement project in **District 5**, on August 10, 2021. The lowest responsive, responsible bidder was Bay Pacific Pipelines, Inc. with a bid amount of \$787,670 (12% below the Engineer's estimate of \$900,000). The project was awarded during the Council meeting on September 14, 2021. Construction activities are anticipated to start in October with a project duration of 55 working days.

Engineering Design has completed construction plans and contract documents for improvements to various sewer locations on West Street, two alleys west of West Street, Merchant Street, Callan Alley, and the installation of three water and sewer services on North Orchard (**Districts 1, 3, & 5**). These combined small projects were advertised together on August 25, 2021 to achieve economy of scale. Bids are scheduled to be opened on September 16, 2021, at 2:00 PM. The Engineer's estimate is \$1.276M and the project is anticipated to take 60 working days.

Engineering Services has begun collaboration with Websoft Developers, Inc. of Davis, CA to migrate the existing Public Works Records Drawings Database from the existing legacy system to a modern, geocoded, map-records management system. Once transitioned, the new records management system will contain scanned images of construction record drawings and be scalable to include other records such as USA call tickets, master plans, engineering studies, bid

results, and other data. The current system was migrated from an internally accessible Access Database to a publically accessible, web-enabled Plans Database in 2012. This new upgrade will allow the system to be publically accessible and have much more robust features and capabilities. Funding for this project was established in the 2022 CIP Budget. Roll out is anticipated by early 2022.

## Construction & Land Development Engineering

The Montessa subdivision will consist of 59 residential units on approximately 40 acres located on the south side of California Drive, and on the western edge of Keating Park. Development Engineering is currently reviewing the civil improvement plans and final map for the subdivision. The project is required to annex and create certain maintenance districts for the lighting, landscaping, open space, and neighborhood park. The developer wishes to begin work during this construction season; therefore, staff is working with the developer to separate the grading, storm drainage, and wall improvements from the civil improvement plans to allow for work to begin as soon as possible.

Staff have also reviewed and approved final maps for the first two subdivisions in of The Villages at Vanden Meadows development, **in District 6**, which will consist of 463 residential units on approximately 89 acres bounded by Vanden Road to the west, Leisure Town Road to the east, and the Redstone Development to the north.

## Traffic Engineering Division

Traffic, along with Planning staff and the City's consultant, took the Supplemental Environmental Impact Report (SEIR) to address Vehicle Miles Traveled (VMT) to Planning Commission on August 17, 2021. Planning Commission recommended approval. This item is tentatively scheduled to be brought to City Council on September 28, 2021. Additionally, staff completed installation of No Parking of commercial vehicles signs on Crescent Drive in **District 1**. This will allow parking enforcement of illegally parked commercial vehicles.

## Utilities

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The Utilities Department role is to provide safe and reliable water and wastewater services to our community. It is made up of four divisions. The Engineering Division performs mechanical, electrical, and civil engineering work in the design, construction, operation and maintenance of water and wastewater systems. The Operations and Maintenance Division Provides safe and reliable water and wastewater services to our community. The Water Quality Division is responsible for maintaining testing and reporting compliance for all State Water Board permits for drinking water, wastewater, pretreatment, storm water and cross connection regulations. Finally, the Administrative Services Division support to Department including Finance, HR, Risk Management, Safety, and Water Conservation.

## Engineering Division

Well #5 was constructed in 1980 and last rehabilitated in 2011. As part of a preventative maintenance program, this well is scheduled to be inspected and cleaned to extend its useful life. As we head into fall and the peak water demands get lower, this work will be scheduled and completed prior to spring.

Well #2B Drilling Project (located at the corner of Nut Tree Road and Elmira Road) was awarded to Roadrunner Drilling & Pump Company, Inc. The preconstruction meeting is scheduled for this month with construction starting shortly after. The work is expected to be completed in October 2021.

The new water supply Well #17 (located at the intersection of Alamo Drive and Snowy Owl Drive) will provide additional water supply for new development. Well drilling was completed in 2020. The 95% plans and specifications for the equipping of the well are currently being reviewed by the City and expected to go out for bid in late fall.

The City's Diatomaceous Earth (DE) Plant, originally constructed by PG&E in 1963 and expanded in 1982, will be evaluated at a conceptual level for modification or replacement to ensure adequate water treatment for future demand. The consultant will evaluate alternative treatment processes and locations as part of this report. A consultant contract has been executed for this work and the kick off meeting took place earlier this month.

### **Operations & Maintenance Division**

Mechanics performed an emergency repair to Primary Sludge Screen #2 at the Easterly Wastewater Treatment Plant (EWWTP). Staff was in the process of replacing Sludge Screen #1 due to multiple screen zone housing breaches and unavailability of parts. They utilized the press zone from Screen #1 to make up a complete unit and restore screening operation to Screen #2. An entire replacement unit fabricated from Stainless Steel is currently on order to be installed in place of Screen # 1.

Electricians from the Instrumentation Control Electrical (ICE) Group identified, procured, and replaced a damaged circuit board on a Raw Sewage Pump Adjustable Frequency drive. Despite manufacturing shutdowns, the electricians worked with vendors to locate a new circuit replacement board. The affected pump is critical to wastewater flow into the Easterly Waste Water Treatment Plant (EWWTP) and now functions properly. Control system technicians repaired the Filtration Return Flowmeter at the EWWTP. Manufacturing shutdowns made finding replacement parts difficult. Staff worked with a distributor to cut down on delivery as well as stock up on replacement parts for the future. Staff is working hard on finding solutions around the supply issues that the pandemic has presented. They also installed cell phone telemetry at the Orange Drive Flowmeter site. This site had previously used a method of data transfer that AT&T is discontinuing support for. This is the first site that will take advantage of the cell phone telemetry infrastructure that the ICE and Engineering groups have worked on for a number of years and will provide "future proof" communications. Lastly, our control system

technicians discovered the water flow totalizer functions used for water usage billing at the California Department of Corrections facility was failing, so repairs were made and reliable data is now available.

### **Administrative Services Division**

Following last month's updated reporting basis comparing water use to the same period in 2020 in line with the Governor's call for 15% water use reduction, August figures showed the City decreased its overall water consumption by 6.5% compared to the same month last year. Residents consumed an average of 151.66 gallons per day for the month. For the year, water customers have consumed 7% less water through August than they did last year.

The department continues to work with its regional partners and the Solano County Water Agency (SCWA) to promote voluntary reduction in water usage. Projected water supply remains sufficient to meet projected demands, however water customers will continue to be educated and encouraged on how to use water more efficiently in the event the current dry winter pattern extends into a third year. In addition, the department welcomed College Student Engineering Intern, Azalea Negrete, College Student Lab Intern, Gabriella Gomez, and Administrative Technician I, Linda Tran.