

STAFF REPORT

City Council Consent Item

DATE: September 15, 2025

TO: Honorable Mayor and Council Members

FROM: Brian Issa, Public Works Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: **Public Works/Engineering Department Monthly Report**

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

The Public Works Director engaged in the following activities during the month of August.

34-hour Work Week

- Staff have developed performance metrics for the City Manager. These include data from before and after the 34hr week went into effect.

NPDES Compliance

- Staff continue to work with Jacobs Engineering on design of the new aeration basins currently proceeding toward 60% design. Much of the work in August was focused on SCADA and impacts to the dog kennel area. Staff are moving to frontload the SCADA portion of the project to avoid costly complications during construction and startup and are currently awaiting a scope and fee from Jacobs for this task. Close attention is being paid to cleanup of the existing SCADA system so that we have a fresh system from top to bottom to avoid problems down the line.
- Proposed basin plan amendment to allow continued use of the percolation ponds is on track.
- The City responded to a notice of intent to file suit by Riverwatch, providing them with extensive data.

Grants and Funding

Upcoming:

- Rural and Tribal Assistance (RTA). PAED for 12th Street (West Side) or possibly Ross Hill/Kenmar.
- Staff continue to work through the STIP process with a focus on the interchanges and Ross Hill.

Kenmar Interchange

- Staff have been working with GHD and the owner of the Mill Site to look at the impacts of development of the southern portion of the site on traffic at Kenmar and Ross Hill. The

City obtained a scope and fee from GHD for a traffic impact analysis and has identified grant dollars for a portion of the project.

- GHD continues to work with CalTrans and the City on designs for the Kenmar interchange. Recent discussions have focused on aesthetics and treatments for roundabouts and retaining walls. This is a larger discussion that needs to be had in the context of the 12th Street interchange and other gateway planning and will come back to Council in the near future.

Well Development

- Staff continue to work with GHD and SHN on development of well 5B including value engineering of designs and necessary geotechnical work.

Permitting Software

- Due to previous experience with the software at another agency, the PW Director has been heavily involved in the maintenance and revision of the City’s permitting software (OpenGov). We continue to explore ways to make this system more accurate and useful to both staff and the public.

Utilities Division

Water Distribution System

- The utilities crew read meters, changed out 10 dead meters, and completed the meter worksheet.
- Backflow testing is ongoing.
- The utilities crew upgraded 10 single port radios, and 2 dual port radios.
- Hydrant flushing continues, however with short staffing levels this will take longer than usual to complete.
- The utilities crew did not install any new water services this month.
- On-call personnel responded to 5 after-hours callouts
- The utilities crew completed 24 shutoffs for nonpayment
- The Utilities crew flushed 13 hydrants, repaired three water leaks, and charged/flushed water on the new main on Carson Woods Road, the following table shows the details:

Date	Location	Pipe Information	Estimated Leak Rate (Gallons per Minute)	Leak Duration	Total Estimate Leak Volume (Gallons)
8/11/25	1008 Meadow Ln	1” CTS (thin)	5	18D	129,600
8/12/25	2334 Acacia Dr	2.5” PVC	1	43D	61,920
8/26/25	1423 Sunny Heights	¾” CTS(thin)	20	14D	403,200
8/1-8/31	Hydrant Flushing	N/A	N/A	N/A	187,925
8/13-8/28	Carson Woods Rd water main	N/A	N/A	N/A	12,878
TOTAL:					795,523

Table 1. Water leaks in August 2025

Wastewater Collection System

- There was one Sewer Plug that resulted in an SSO, it was under 500 gal and therefore must be reported to the state within 30 days.
- The utilities crew cleaned 4,000ft of sewer lines.
- On-call personnel responded to 1 after-hours callout.
- The utilities division completed a list of FOG (Fats, Oils, and Greases) producing businesses which will be inspected annually for discharge compliance. A plan for training and inspection procedures will be developed.

Service Call Summary

- Underground Service Alert (USA): There were zero miss-marked USA’s.
- The utilities division completed a total of 82 Service calls. Figure 1 shows the breakdown by type.

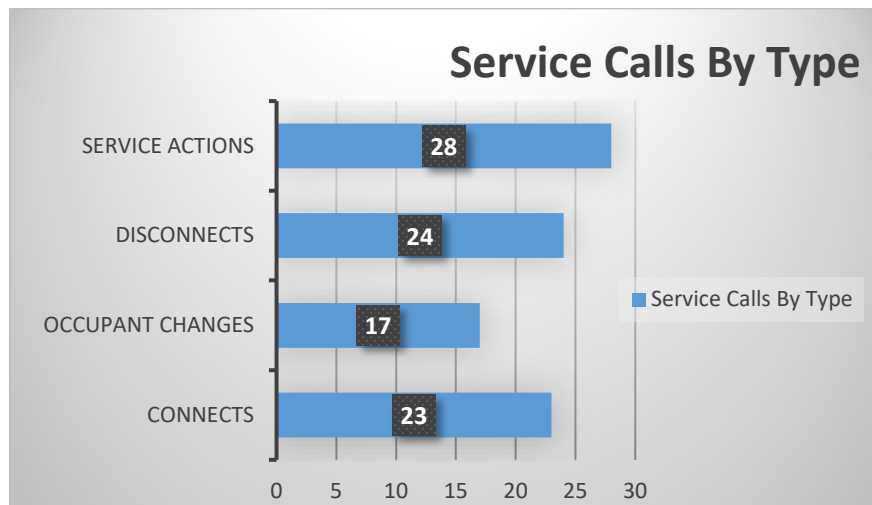


Figure 1: Service call breakdown

Miscellaneous Tasks

- The Utilities division continues to add to our GIS database, focusing on water meter and radio transmitter inventory to better assist our radio upgrade CIP

Water Treatment/Wastewater Division- Chief Plant Operator

Wastewater Treatment

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

Year	2021	2022	2023	2024	2025
Total Monthly Flow, MG	26.630	26.560	25.750	21.880	19.570
Maximum Daily Flow, MGD	1.000	1.000	1.000	1.010	0.750
Average Monthly Flow, MGD	0.859	0.857	0.831	0.706	0.631

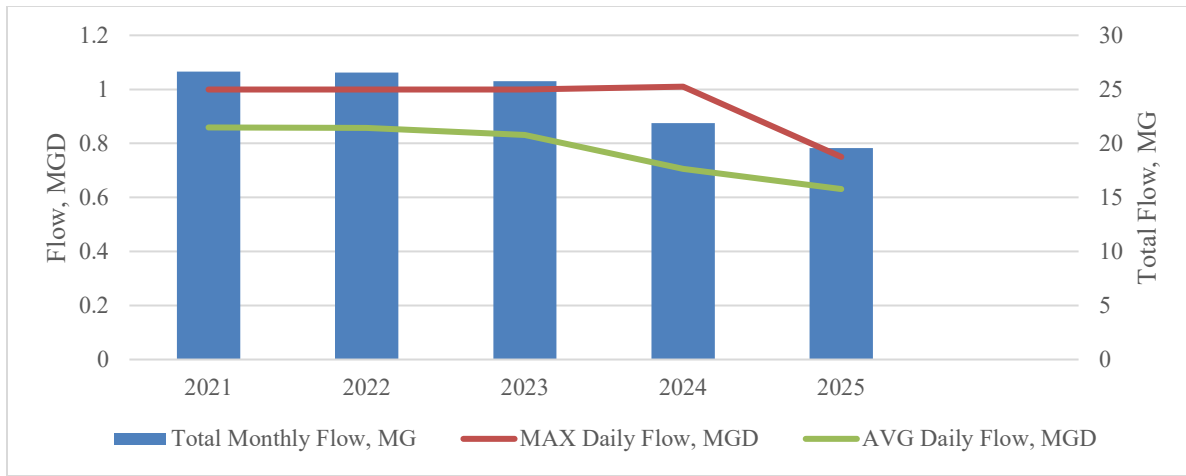


Figure 2. August wastewater plant effluent flows for the past five years in Million Gallons (MG) and Million Gallons per Day (MGD).

Wastewater Events & Maintenance Tasks Completed:

- Staff spent considerable time draining the digester and setting up an aerobic system in preparation for the repairs to be made to the digester.
- Staff tested approximately 700 yards of compost, all tests were passed, we will be conducting a giveaway in mid September.
- Staff replaced motor bearings and belts on bio-filter fan #1.
- Staff with the assistance of Jacobs Engineering made repairs to the SCADA disinfection program.

Water Treatment

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

Year	2021	2022	2023	2024	2025
Total Production, MG	44.914	42.600	44.387	38.434	42.378
Maximum Daily, MG	1.989	1.735	1.893	1.678	1.786
Average Daily, MG	1.449	1.374	1.432	1.239	1.367

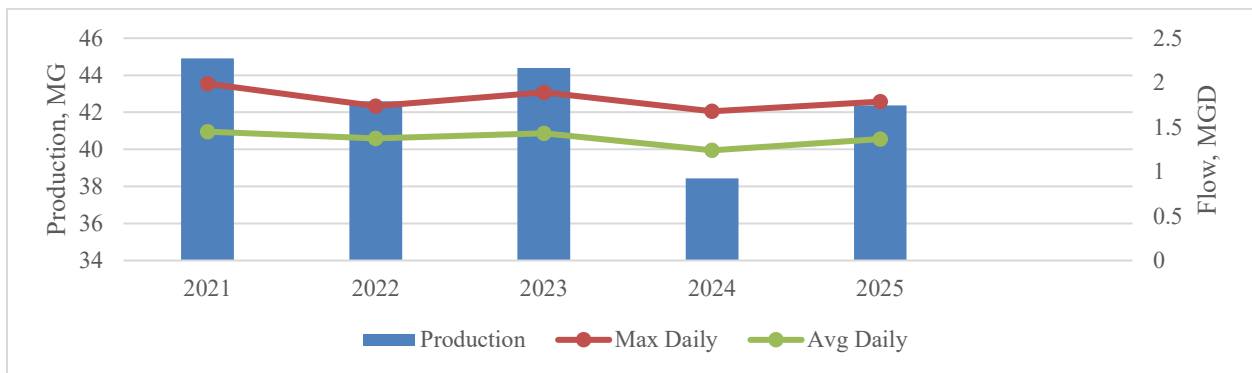


Figure 3. August potable water production for the past five years in Million Gallons (MG).

General Services and Streets - General Services Superintendent

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

- Staff replaced and repaired water trenches with hot mix asphalt.
- Staff prepared and implemented traffic control measures for First Friday's and Fortuna Vintage Market.
- Staff continue to do roadside mowing, weed eating, and sniping. Staff weed eat the tall vegetation on the railroad track between 8th and 12th Street.
- Staff painted yellow school zone traffic markings prior to the High and Middle schools starting. Staff painted white stops, stop bars, and crosswalks traffic markings. Staff started to touch up the faded red curbs.
- Staff assisted the Wastewater Treatment Plant staff with digging pits in the compost piles for testing.
- Staff trimmed and removed unwanted species of plants in the LID basins on 12th Street.
- Staff assisted Park's department in chipping brush. Staff also removed low hanging tree limbs along the City's right of way.
- Staff picked up roadside litter and trash along various streets.
- Staff replaced boards that were damaged on the Kenmar Welcome sign from a large branch. Staff also repaired the blue mosaic art pieces that had fallen off.
- Staff troubleshoot and repaired streets lights.
- Staff replaced a cut out section on a culvert diverter.
- Staff removed the moss off the roof of two buildings at the Corporation Yard.
- Staff installed two new stop signs on Wood Street and College Avenue.
- Staff removed potholes in an alley.
- In addition to the special tasks noted above, staff also engaged in the following regular routine maintenance activities including USA's, street sweeping, recycling and trash management, collect batteries at City Hall, road maintenance, Dog Park maintenance, vegetation management including sniping of curbs, and safety training and inspections. Staff are available for questions, requests, and emergency responses to the community.

RECOMMENDED COUNCIL ACTION:

Receive Public Works Department Monthly Report. Consent Agenda vote.