



**PUBLIC WORKS AND UTILITIES DEPARTMENT
MONTHLY REPORT FOR
NOVEMBER 2019**

***Note: New items and updates from last month's report are in bold print.**

PUBLIC WORKS

Natural Gas Distribution:

- Installed 3 new gas service lines for D.R. Horton
- **Started Short Survey of Catholically protected systems should be completed by mid-Dec.**

Water Distribution:

- Repaired water leak 450 Buckeye Springs
- Repaired water leak 255 El Camino
- **Repaired water leak 384 Hoover**
- **Repaired water leak 198 W. Forest**
- **Repaired water leak 152 E. Elm**

Wastewater Collection:

- Cleared sewer blockage 400 blk W. Elm
- Cleared sewer blockage 6th and Cedar
- **Cleared sewer blockage 400 W Elm. Elm/Forest**

Sidewalks:

None at this time

Parks:

- New park tables, trashcans, BBQs, drinking fountains and light poles have arrived for Sandalwood and Centennial Parks - We have started installing new trash receptacles in Sandalwood and Centennial Parks all new park equipment should be installed by end of September.-Installed 4 benches 2 at each park Sandalwood and Centennial. Concrete pads for tables and Awning have been poured for Sandalwood park. Centennial park to follow. Finished installing Awnings at Centennial and Sandalwood Parks.
- **Installed Dog Waste Stations at Sandalwood and Centennial Parks**

Miscellaneous:

- Started removal of excessive red curb markings in Posa Chante Area. Should be completed first week of October. Completed
- Installed new vehicle restriction signs at both centennial and sandalwood parks
- Painted blue stripe on 6th Street
- Repaired section of 300 blk W. Polk St road patch 83 feet section
- 26 Dead trees have been removed along Monterey medians
- Started striping new diagonal striping along Cedar from 5th to 7th -**Completed**
- **Removed 16 dead trees along Washington St. medians**
- **Striped center line along S. Coalinga St. from Polk to Pacific**

Targeted Efforts to Enhance City Image and Business Appeal/Attraction:

No activity for the month of **November**.

UTILITIES

- Northwest Booster Station – P20 is down. P20 motor & pump have been sent out for repairs. **Repairs should be complete mid-December.**
- Northwest & Oil King Booster Sta. looking into replacing old air compressors and surge tanks with new equipment. Tri City Eng. now working on this. Getting info for them.
- City wide fire hydrant flushing. **Will began sometime in December.**
- Oil King Booster Station – P17 is down. P17 motor & pump have been sent out for repairs. Waiting for council approval to move forward with repairs. Council has approved repairs. **Repairs should be complete mid-December.**
- Cathodic Annual Testing is being done on Palmer & Calaveras Reservoir September 25, 2019. Has been completed
- **Northwest Booster Station – P19 motor has been sent in for repairs.**
- **Northwest booster Sta. to the NW Reservoir had an airlock in the transmission line. Water plant crew got it back in service and working again.**

PUBLIC UTILITIES COORDINATOR

MyCivic

I was assigned to coordinate with MyCivic to develop a mobile app to facilitate better communication between the City and citizens. This application is intended to supplement our online presence alongside our website.

- **MyCivic App has been launched.**

CivicReady

Assigned to find a solution to requirements from the state to have an emergency notification plan (boil water notices, water events, natural gas emergencies, etc). CivicReady is an extension to our website, so it is an easy fit.

- Coordinated efforts for City Manager, Fire Chief, and myself to take necessary classes to be able to submit emergency notifications.
- State coordinator has received application and submitted it to FEMA on our behalf.

- **MOA has been fully executed**

Water Plant/Wastewater Video Surveillance

I was asked to build out a site-to-site networked surveillance system for both the water plant and the wastewater plant.

- Received responses from Cell Plan Technologies and Global Solutions Group
- Proposals are under review
- **Reviewed proposals from vendors.**
- **Drafted an “in house” plan that would provide some level of protection while keeping costs down.**

SCADA Updates/WTP Network

- **Provided updates/maintenance to systems including: PC’s, iPads, and VPN interface**
- **Installed 4 workstations at WTP facility. This includes networking each station into the water treatment facilities network.**
-

Cross Connection Control

- **112 Backflows have been tested.**

Natural Gas System

I have been working with the Public Works department and Dan Bergman to help with the Natural Gas Audit of 2018. Additionally, I have been assisting with the response to PHMSA regulatory requirements.

- Trained staff on how to conduct electrical isolation test
- “Meter Short Survey” is in progress
- Sent various pieces of equipment for calibration/repair
- **Have received repaired RF/IT and will continue with “Meter Short Test Survey”**

Public Works iPads

I have been working on an ecosystem of iPads for Public Works. These are intended to serve several purposes. Primarily, they will act as a conduit for information between the Finance Department and Public Works. All service orders will be submitted via an iPad App. Additionally, it will serve many other application workflows. For example, the new ‘Report an Issue’ module in our newly launched App.

- Setup 6 iPads with required programs
- Trained staff on operation of equipment

Adopt-A-Spot Program

The Public Works Supervisor and I have been collaborating to create an operable Adopt-A-Spot Program. This program would allow residents of Coalinga to adopt areas around town and aid in the task of beautifying spaces that they sign up to clean.

- Drafted supporting documents including guidelines, waiver, and various forms.
- Submitted contents to City Attorney for review
- Finalized documents

2015 UWMP

I have been asked to draft and submit for proposal on the 2015 UWMP.

- Drafted RFP for 2015 UWMP
- Posted RFP to website.

Grow.Coalinga.com

At the request of the City Manager I have been asked to create a subdomain of our current website. This space is to be known as grow.coalinga.com and will highlight economic growth opportunities available with Coalinga.

- Created Subdomain: <https://www.grow.coalinga.com>
- Requested that Code3IT resolve DNS issues related to this. (Not viewable from City Network, only outside networks)
- Installed WordPress on subdomain. This will allow for easy content generation (CMS)

WATER TREATMENT PLANT (WTP)

Working on card lock system for rolling gates, control room project should be completed by end of December.

UCMR4 Sampling is schedule for March and once every ¼ after that for the rest of the 2019 year. BSK Lab is doing the testing. **Next testing dates will be December 13, 2019.**

Rosemounts and tank level sensors are being calibrated by Solomon Electric. This project hasn't started yet. **On hold.**

Solomon Electric is working on getting quote for backup Generator for the Water Plant. **On going**

Patriot Environmental Services will start to haul off some of the old chemical that was used years ago and not being used now. **Carbon liquid was removed.**

Patriot is also getting us a quote to haul off what is left in the fluoride tank and to wash it out. Chemicals should be removed and tank washed out by end of November. **Schedule for 11/21/19**

Patriot is looking for a way to get rid of all the empty Sodium Permanganate barrels.

Westland Canal is planning a week long shut down tentatively schedule for the week of January 13th.

Decant pump for Basin 1 & 2 has been repair and will be put back in service end of September. Having alignment problems. Decant pump & motor have been install and put back in service

Univar – Working with company to remove acid tank. **Signed service agreement now waiting for date to remove chemical.**

Fresno County Health came out and did inspection of the water plant. **Working on removal of chemical waste, Chlorine and Ammonia training & PHA.**

Operators went BSK Lab for water sampling training class.

Hach quarterly maintenance is schedule for Nov. 18, 2019.

Chlorine Chlorinator annual maintenance schedule for mid December.

Ammonia Safety Alarm System is 60% complete.

Basin 3 taken down for annual maintenance.

WASTEWATER TREATMENT PLANT (WWTP)

Drying beds

- City crew working on getting pond 3 & 4 cleaned by spraying and burning the weeds, cattails and small trees. Ponds 3 & 4 starting to look good, but still have spraying and burning to do. **On going**
- Old Rifle Range Tires – Waiting on Shamrock to sign city contract. All tires have been removed and project is complete.
- Clarifier has had some repairs done as well. Railing has been painted, all metal and the walls have been pressure wash to install protective coating and sweep arm has been taken down and is being worked on by West Hills Machine for repairs. Waiting on quotes for new weirs and sealant. Repairs are still being done on the Clarifier. Waiting on the arm repair. **Complete**
- **Clarifier and Digester are back in service and working great.**
- Effluent water is being directed to the radio field now.
- Garlic plant – Took water sample to see what is in the water before WWTP takes water from them. **Should get result from testing sometime the week of November 18th.**
- **Effluent flow meter waiting on parts to repair.**

CITY ENGINEER

Project Status Update as of November, 2019:

1. Cambridge Signalization
 - a. Caltrans has approved the Encroachment Permit.
 - b. The Right of Way Package was approved by Caltrans and the request for authorization of Construction was submitted on August 14th. Once we receive authorization for construction the project will be put out to bid.
 - c. Funding is exhausted for 18/19 FFY. Expedited Project Selection Procedure concurrence letter was approved by FresnoCOG on September 26, 2019 to move the CON portion of project to 19/20.
 - d. **Request for authorization of Construction was re- submitted on October 14th. Authorization still pending; Once we receive authorization for construction the project will be put out to bid.**
 - e. Construction anticipated Fall/Winter of 2019.
2. Rule 20A Undergrounding
 - a. City Engineer working with PG&E to underground overhead utilities on Elm Avenue from Cambridge Avenue to just south of Cherry Lane.
 - b. Project moving along slowly and is still years away from construction.

c. **Requested update from PG&E awaiting response.**

3. Phelps Ave Improvements

- a. Bids were open August 27th and project awarded at September 5th Council Meeting. The project is anticipated to begin construction on September 30th.
- b. Plans have been resubmitted to Caltrans and we are awaiting comments. There were some minor comments on the last submittal that were addressed. The encroachment permit will be approved pending State Clearinghouse approval of Notice of Exemption.
- c. State Clearinghouse approved Notice of Exemption and Encroachment Permit approved by Caltrans.
- d. Project Contractor obtaining Rider Permit approval from Caltrans. The project is anticipated to begin construction on November 4th.
- e. **Project is currently under construction.**

4. ATP 2017 Cycle 3 Sidewalk Gap Improvements

- a. City was awarded additional funds for the project for a total grant amount of \$1,284,000 and a local match of \$175,000.
- b. The project has been given an extension of 20 months to work with Caltrans and Fresno Council of Governments to find the best solution for the project.
- c. Meeting with the School went well and the design is taking the information from the meeting into account.
- d. **Additional Topographic survey in progress and design is underway.**

5. ATP Cycle 4

- a. City was awarded a grant in the amount of \$951,360 with a local match of \$66,360.
- b. The request for environmental studies was submitted to Caltrans on August 8th. The request will be on the October CTC agenda. Once the request is approved an RFQ will be released for Environmental Studies on the trail segments adjacent to the creek.
- c. **The request for environmental studies was approved by the CTC at the October Meeting. An RFQ is being prepared and will be released for Environmental Studies on the trail segments adjacent to the creek within the next 30 days**

6. RSTP - Forest/Truman from 1st to Elm

- a. City was awarded additional funds for the project for a total grant amount of \$1,400,000 and a local match of \$125,000.
- b. Caltrans has approved the Encroachment Permit.
- c. Project released for bidding on September 10th with a bid opening October 3rd.
- d. Bids were opened October 3rd and project awarded at the October 10th Council Meeting.
- e. **The project is to begin construction on December 2nd .**

7. CMAQ - Paving of Various Alleys Ph. 3

- a. Topographic survey has been completed and design is underway.
- b. **Construction has been put off until next fiscal year due to wanting to replace underground utilities in the alleys.**

8. Water Treatment Plant Permanent TTHM Reduction Project

- a. With Regional Water Resources Control Board review and approval permanent acid storage and feeding facilities changed to liquid CO2 for plant operator safety.
- b. **Design of permanent facilities in progress.**
- c. **Anticipate construction in Fall/Winter 2019.**

9. WWTP Concrete Yard Boxes and Ponds Rehabilitation Project
 - a. Bids opened on November 8, 2018 and they came in over budget.
 - b. **Working with the City to reduce project scope and re-release for bidding.**

ASSISTANT CITY MANAGER

PUBLIC WORKS/UTILITIES

- **Budget:** ASM has scheduled meetings with Utilities, Public Works and building to discuss all operational budgets in preparation of the mid-year review.
- **Street Light Acquisition:** Larry Miller and I are reviewing the tank feasibility study and plan to bring the report before the Council in the near future.
- **TTHM:** Executed updated Contract for Services with City Engineer and MKN Consulting to finish the plans and specifications for the TTHM Project due to the recent change in engineering support services. Site meeting with Frisch and MKN occurred in September and final design is underway. Plans and Specifications are at 30% and currently under City Engineer Review.
- **Derrick Bypass / Reservoir Assessment:** Staff has executed a contract with CSI inspection services to perform a tank inspection of Derrick Reservoir in January.
- Coordinating Water Plant staff and the City Engineer to continue the SCADA project moving forward with Frisch Engineering. Larry Miller coordinating project status meeting with Frisch Engineering to get status update and project schedule.
- **Coalinga Water Plant PSM/RMP:** Environmental Permitting Specialist met with plant staff and is currently developing all PSM/RMP programs for staff review in the next 2 months.
- **County Inspection (Water Plant):** Fresno County department of environmental health inspected the water plant and provided a correction plan which staff is currently working on to complete in the 30 days given by the County. Staff is currently working on the checklist items as addressed in the inspection report and coordinating with the EPS to establish a compliance schedule.
- **Secondary WWTP Access Road:** The City Engineer is reviewing the location and will then begin working on obtaining the appropriate easements for dedication. Property owners will need to be contacted in the near future.
- **Center Median Rehab:** The City Council approved a budget allocation and scope of work at the November 7th Meeting. Staff is working on finalizing the design for going out to bid.
- Staff has had back and forth conversations with Caltrans about the possibility of a school zone designations near the Faith Christian Academy School.
- Abandonment of the easement located on Monroe Street near Faith Christian H.S has a public hearing was approved in November 7th and the City Engineer will be recording the abandonment documents.
- **Grants:** The professional services agreement with Blais and associates has been executed and staff is currently trying to schedule a needs assessment meeting to discuss funding needs.
 - B&A are currently preparing applications for the STBG call for Projects due in December. The CMAQ application was submitted to COG on November 14, 2019 for future trail segments.
- Staff is working on ordinances and other necessary documents for submission to the State Controller's Office in order for the City to be subject to the Uniform Public Construction Cost Accounting Act.
- Working on standardized informal and formal bidding procedures for smaller public works projects to expedite project delivery.
- Submitted the 2010 Urban Water Management Plan to State of CA with approved resolution.
- The RFP for the completion of the 2015 Urban Water Management Plan was posted on November 14th.
- **State Parks Per Capita Program:** Resolution has been submitted to State and staff is awaiting allocation numbers from the State.

- Wastewater Consultant and City Engineer are working on opportunities for future uses of waste discharge, capital needs, and grant opportunities.
- Staff is finalizing the guidelines and policies for the City of Coalinga **Adopt-A-Spot program**.
- Working with the **Garlic Plant** owners to find solution for storm water discharge into Industrial Park basin. Staff has tested the discharge water and should have the results by the end of November.
- Continued discussions with Staff, IGS and City Engineer on developing a long-range **Capital Improvement Program** for the Water Infrastructure.
- Developing a list of amenities for the parks related to the **Per Capita Parks Program**
- City Engineer working on bid documents for the repair of the Surge Tanks for the water plant. Should bid project in December.
- Coordinating with Water and Waste Water Plant Staff to get costs related to back up generators at the WTP and WWTP and various booster stations and pumps. Staff submitted a State grant application for \$500,000 for a back-up generator at the WTP.
- Working with the City Engineer and PW's Staff to finalize design and cost estimates for a splash pad at Frame Park. Costs Estimates and Scope of Work is expected to come before the City Council in December/January.
- Coordinating Efforts with the Chamber of Commerce to provide banner installation services. Waiting on items from the Chamber prior to engaging in further discussions.
- Working on Policies for property owner responsibility for tree trimming and sidewalk repairs within the City for Council consideration.

COMMUNITY DEVELOPMENT

- Working on presentation for the Council regarding a Cottage Home Program
- Continuing coordination with the County and surrounding agencies regarding Community Choice Solar.
- Working with Larry on Council Chambers Technology Modernization. Staff working in product list as well as streaming solutions.
- Staff continuing to work with Tyler Technologies on Energov Migration.
- Staff has been reviewing the Family Dollar building, landscape and sign plans for approval. Initial plan review was submitted to Family Dollar on November 19, 2019.
- Working with Self Help Enterprises on HOME application for housing rehabilitation and first-time home buyer program.
- Staff working with AMG and Associates on the AHSC Affordable Housing Grant Application at Pacific and Elm Ave.
- Council approved the rehabilitation of the hotel units on Valley Street. Staff is currently reviewing the administrative site plan application and should have that complete in the first week of December.
- The City Engineer is currently reviewing the Luxe Estates Final Map application. This project is located on the northeast corner of La Questa and Phelps.
- Staff is working with Ranch WIFI on a CUP application for a wireless network within the City of Coalinga.
- CDA 18-02 Application – UrbGreen cultivation facility is currently under the review of staff. Staff is awaiting an updated project application in order to proceed with processing the application further.
- Site Plan Review 19-01 – Western oil has submitted an application for a new office on W. Elm Ave. Staff is currently reviewing the application for completeness and will soon set a hearing date before the Planning Commission.
- Staff is working on an ordinance that will update the Large Family Daycare regulations to be consistent with State law related to land use.