

City of Willits

MEMORANDUM

Date: February 19, 2010

To: Honorable Mayor and City Council

From: Paul Cayler, City Manager

Subject: Administrative Progress Report

The following developments may be of interest to you and the community-at-large. Please contact me at (707) 459-4601, if you have any questions.

SPLASHBOARDS INSTALLED AT MORRIS AND CENTENNIAL RESERVOIRS

On the morning of Thursday, February 18, 2010, the City received a fax from the California State Division of Safety of Dams authorizing the installation of splashboards at the Morris and Centennial Reservoirs. Immediately the City repositioned manpower resources from the water, sewer and street crews to install the splashboards. The work was completed today. Two and half feet of splashboard have been installed at Morris Dam, and at Centennial Dam, splashboard have been installed to Elevation 1675. The importance of the early installation of the splashboards is critical to catching late season rains. I am happy to see that the weather forecast called for 60% chance of rain in the next few days. Everyone should think a good thought for continued moderate rainfall in order that the extra capacity provided by the splashboard installation will be added to the City's water supply. The extra splashboard capacity becomes very important in the dry months of October, November and December.

We're also looking for the extra capacity to conduct a water main flush program in the upcoming months. A flush program has not been able to be done for several years due to water storage issues. What happens is sediment builds up in the main water distribution lines. This sediment build up is why system water can turn brown when a fire hydrant is knocked over in an accident, like happened a few weeks ago when a truck hit a hydrant on South Main Street. The rush of high velocity water stirs up the sediment in the water mains and can turn the water brown. Many factors have to line up for a flush project to be successful: 1) You need extra water in storage; 2) You need stable source water conditions so that the water treatment plant can keep up with flush water volumes; and 3) You need the City's water demand to be relatively low with moderate temperatures, which happens in early springtime. I am hopeful that all the conditions will line up in order that we will be able to flush water mains this year.

BALL FIELDS CONCESSION STAND AND RESTROOMS

Volunteers are hard at work putting up the new concession stand and restrooms at the Ball Fields Project. I was out looking at the project's progress this morning. The walls are

nearly completed and the doors were framed up. A BIG thanks to all the community volunteers... I look to publish a complete list of volunteers in an upcoming blog.

NEW LOOK TO THE CITY COUNCIL AGENDA

Adrienne Moore, the new City Clerk, (by the way, Adrienne will be officially sworn into office at the City Council meeting on February 24th) has made some cool changes to the City Website. Interested citizens can now view the entire City Council Agenda packet over the internet. That includes all staff reports and supplemental materials. Adrienne has also amended the Agenda Summary Report to make it more user friendly.

USDA APPROVAL TO BID SEWER PROJECT

We have received official notification from the United States Department of Agriculture (USDA) that the Phase 2 and 3 of the Sewer Plant Improvement Project is approved for bidding. We are still waiting on the United States Army Corps of Engineers to approve the 404 Permit. This final permit is expected to be signed and approved any day. The next step will be going to the City Council and requesting authorization to advertise the bidding process. The bidding process on a project this large will take 45 to 60 days.

OTHER SEWER STUFF

City staff presented to the City Council Sewer Committee proposed amendments to the sewer ordinance last week. The proposed amendments are mandated by the Sanitary Sewer Management Plan (SSMP). Andrea Trincado, Engineering Technical Writer, did a very informative PowerPoint Presentation that summarized the numerous and detailed proposed amendments to the sewer ordinance. The Committee members asked that they have a couple of weeks to digest the amendments and make comments. Then, we hope to post up the proposed ordinance on the City's website for public review prior to taking it to the City Council.