



## Utilities Department Memorandum

TO: William B. Pattison, Jr., City Manager

FROM: Cástulo R. Estrada

DATE: April 15, 2020

SUBJECT: Quarterly Activity Report (January 2020 to March 2020)

The City of Coachella Utilities Department is submitting the Quarterly Activity report for January through March 2020. The following report summarizes activities and significant achievements for the Coachella Sanitary District and Coachella Water Authority divisions of the Utilities department.

**Coachella Sanitary District:**

The Utilities Department, Sanitary Division, provides for all the collection, treatment, and disposal of residential, commercial, and industrial wastewater for the more than 8,000 service connections within the City and more than 400,000 lineal feet of sewer collection system, four (2) sewage pump stations, and over 1,580 manholes.

For the Fourth Quarter of January, February, & March 2020, almost 251.318 MG of wastewater was received at the wastewater plant or average daily flow of 2.759 MGD. The plant treated a total of 180.335 MG. A total of 240 samples were collected at the plant for monitoring.

<b>Water Reclamation Facility – 87-075 Enterprise Way</b>	
<i>Description</i>	<i>Value</i>
Total Influent per month (MG)	83.770
Influent Ave. Daily Flow (MGD)	2.759
Total Effluent per month (MG)	60.110
Effluent Ave. Daily Flow (MGD)	1.989
Plant Permitted Capacity (MGD)	4.5
Operational Upsets	None
Permit Violations	None
Hypochlorite consumption (Gallon)	14,600
Sodium Bisulfite consumption (Gallon)	4,800
Odor complaints	None
Samples collected this quarter (Plant)-	240
State Report completed/submitted	Yes

<b>Collection System &amp; Pump Stations Highlights</b>	
<i>Description</i>	<i>Value</i>
Underground Service Alert	61
Collection System Cleaning (feet)	28,291
Manhole Inspection/Cleaning	39
Collection System Spills	None
Collection System Blockages	0

Stand-By Calls	4
Collection System CCTV Inspection (feet)	None
Samples Collected (Field)	None
Pump Station Alarms	2
Wet Well Cleaning	None
Wet Well Inspections	43

**Coachella Water Authority:**

The Utilities Department Water Authority Division provides water pumping, treatment, and distribution services to more than 8,058 service connections citywide that include residential, commercial, and industrial users. The City has three (3) Storage Reservoirs of more than 10 million gallons of capacity with six (6) operating wells that provides more than 8,000 acre-feet of annual water production. This division is responsible for a variety of tasks including meter reading, repairs, pumping, production, treatment, main and distribution repairs, water quality complaints, service connections/disconnections, and capital improvements along with other assigned duties.

<b>Coachella Water Authority Production and Distribution Highlights</b>	
<i>Description</i>	<i>Value</i>
Total -Water Production (Oct. to Dec.) (Million Gallons)	1297.53
Chlorine Consumption (Gallons)	455
Water Quality complaints	2
Monthly Samples Collected	168
Valves Exercised	32
Valves Repaired/Replaced	0
Underground Service Alerts	28
Hydrants Flushed/Serviced	9
Standby Service Calls	13
Water Service Leaks	18
Main Leaks	1
<b>Customer Service Calls</b>	
Office work orders	487
Non-Reads	4989
Meter Replacements	120
Meter Repairs	3
Turn-Off	N/A
Turn-On	N/A
Delinquency Turn Off	0
State DDW Monthly Report Submitted	Yes
<b>Well Depths Monitored</b>	
Well No. 10 Depth (feet,)	-
Well No. 11 Depth (feet,)	-
Well No. 12 Depth (feet, )	-
Well No. 16 Depth (feet, )	-
Well No. 17 Depth (feet, )	-
Well No. 18 Depth (feet, bgs)	-
Well No. 19 Depth (feet, bgs)	-
<b>Annual Production</b>	
2019 Annual (MG)	2216.48

**Environmental/Regulatory Division:**

The Environmental/Regulatory Division of the Utilities Department is responsible for areas relating directly to water, wastewater, stormwater, and air quality protection. Initial focus is aimed at the National Pollutant Discharge Elimination System (NPDES) Industrial Wastewater Pretreatment program – known as Source Control. This program provides for the auditing and or permitting, monitoring, and enforcement of our local City Ordinance. The following quarterly report will detail activities for the previous quarter. The following list of activities and or tasks assigned:

## **Coachella Water Tasks**

- Turf Program- CWA has submitted for funding in the Prop 1 grant submitted with the CVRWGMG application and program will be relaunched upon award of grant
- Continued review of CV Water Counts 2020 campaign; online and print ads for both English and Spanish language outlets;
- Met with UM and Consultant to discuss CCR format and themes to determine direction of document;
- Met with backflow contractor to provide direction of annual test reports;
- Attended the monthly GSA coordination meeting for update of alternative plan and outreach/communication efforts
- Attended via WebEx, the CVRWGMG Business Meeting– discussions included status updates for Coachella Valley IRWM Program; specifically Prop 84. Prop 1 grant was Submitted 11/4 – Award release tentative late March 2020
- Developed Scope of Work and forwarded to consultant for water quality report/CCR- deadline is June 30th
- Reviewing correspondence from Water Board for the 2019 Electronic Annual Report due April 20th
- Scheduling the bi-annual CASGEM groundwater elevation monitoring at Well 10;
- Generated a monitoring/sampling schedule for Division to assist with tracking of sampling events;
- Coordinated sample collection for EPA UCMR4 requirements; BSK lab assisted staff with more than 50 samples; reviewing data results from EPA UCMR4 lab reports to finalize the sample collection event to CDX database
- Hosted Feb 4th CV Water Academy covering the history of water in the Valley
- Attending via teleconference the Coachella Valley SWRP Implementation meeting to get updates for Plan;
- Met with Architect for Coachella Valley Apartments to discuss water/sewer calculations;
- Compiling sampling data for 2019 annual consumer confidence report
- Continued submittal of monthly water production reports for Urban Conservation requirements;

## **Coachella Sanitary Tasks**

- Closed out the Prop 84 Round 2 grant Recycled Water Feasibility Study project – Compiled the Recycled Water Study Deliverables to release retention;
- Continued scheduling for facilities of concern based on MS4 and Source Control program using Remote Inspector software;
- Coordinate with Parks the service for 1500 gallon grease interceptor at Rancho Las Flores Park;
- Reviewing the Luxtor RV Park plans for a RV dump station and RV washrack;
- Review laboratory reports for IWP and Del-Gro to determine additional controls for discharge;
- Drafting permit renewal for Imperial Western Product;
- Met with Mission Springs Water District representatives to discuss Coachella’s cannabis cultivation and wastewater discharges;
- Response to Regional Board Cal-Cannabis License’s inquiry for Confirmation cannabis facilities connected to sewer lines at Harrison and Avenue 48;
- Reviewed CERS communication for acceptance Business Emergency Plan for Sanitary lift station
- Conducted follow-up of odor complaint from Ocean Mist for Ag Ponds
- Communicated to staff proper disposal of fats, oils and grease and solids in office drains
- Attended the Pre-Application Review Meeting 20-01 (La Terraza) – facility is proposing to share the Bakery’s existing interceptor – suggested a separate water service for caretaker’s apartment;
- Conducted onsite inspection and dye tracing process at Sun Date processing facility; issued a notice of non-compliance with requirements to close off and plug sump drains connected to sewer during rain events;
- Environmental Compliance has postponed all onsite inspection until further notice but will respond to all urgent compliance issues; windshield inspection will be scheduled as needed; onsite sampling also suspended;
- Researching information needed to rescind the IGP permit for the WWTP; will require a technical report establishing the support for a Notice of Non-Applicability (NONA) or NEC application
- Submitted California Environmental Reporting System (CERS) the annual certification report for WWTP and lift station;
- Presented City’s cannabis cultivation industry at the 2020 Pretreatment, Pollution Prevention & Stormwater conference January 27<sup>th</sup>
- Review and comments for various RAC from Planning Dept.;

## **Public Works Tasks**

- Attended monthly Desert Task MS4 NPDES meetings in Palm Desert – discussions included requirement to notify businesses to enroll in IGP program and verification of SWPPP
- Finalized annual NPDES compliance report – Feb 1st deadline; Finalized and submitted annual NPDES compliance report Riverside County Flood Control District – reports reviewed and accepted

- Reviewed CERS communication for acceptance Business Emergency Plan for Bagdouma Pool;
- Provided documentation to Engineering Avenue 50 Retention Basin project
- Correspondence with RivCo Environmental Health to discuss the Facility #FA0035402 permit issued to Senior Center – permit is for medical small quantity generator and may not be applicable and upon verification, will be rescinded; follow-up with Riverside County Environmental Health for Permit #FA0035402 issued to Senior Center - Permit has been **RESCINDED**
- Correspondence for draining pool requirements- provided the non-stormwater discharge notification form;
- Conducted onsite inspections for reports of unauthorized discharges (produce) to MS4 system – issued notice of compliance (NOC) with a required action plan to be submitted in letter of explanation
- Reviewing business license applications to determine new IGP requirements;
- Submitted to County Flood Control, City’s contingency plan for COVID-19 & WWR Permit Provisions to possibly waive; - to postpone face-to-face onsite inspections and instead conduct windshield inspections;
- Scheduling inspections for Coachella’s facilities found on the County’s Hazardous Waste Generator list.
- Forwarded to Development Services the updates from BB&K, PROJECT 5 CEQA Memos for City of Coachella
- Packaged and shipped battery collection from residential program;
- Conducting stormwater inspection at various locations throughout the City;
- Reviewed/commented various WQMP for construction projects;
- Preparing for the Industrial General Permit Qualified Industrial Stormwater Practitioner (QISP) exam
- Attended and manned booth at County Fair- handed out information for City’s upcoming waste management events and walking tour of downtown;



### **Intern Program:**

The Utilities Department Intern Program was established on December 2012. The program assigns responsibility to provide expertise and guidance to the incumbent and technical assistance to the various divisions within the Department and the public. Incumbent is assigned tasks accordingly to promote career growth and is under the general supervision of the Utilities General Manager.

- Program is currently suspended