

From The Director's Office:

Congratulations to **Andy Sheehan**, Asset Management Coordinator, **Martin Montalvo**, Operations Manager, along with **Roman Kylo** and **Jay Heber**, both Utilities Maintenance Specialists who worked on the LED Streetlight project.

The City of Wilsonville's Public Works Department won a High-Performance Operations Award at this year's Cartegraph Virtual Conference in recognition for our work in using our asset management system and CartegraphOne mobile app on the LED Streetlight Conversion Project.



From the Director's Office, continued

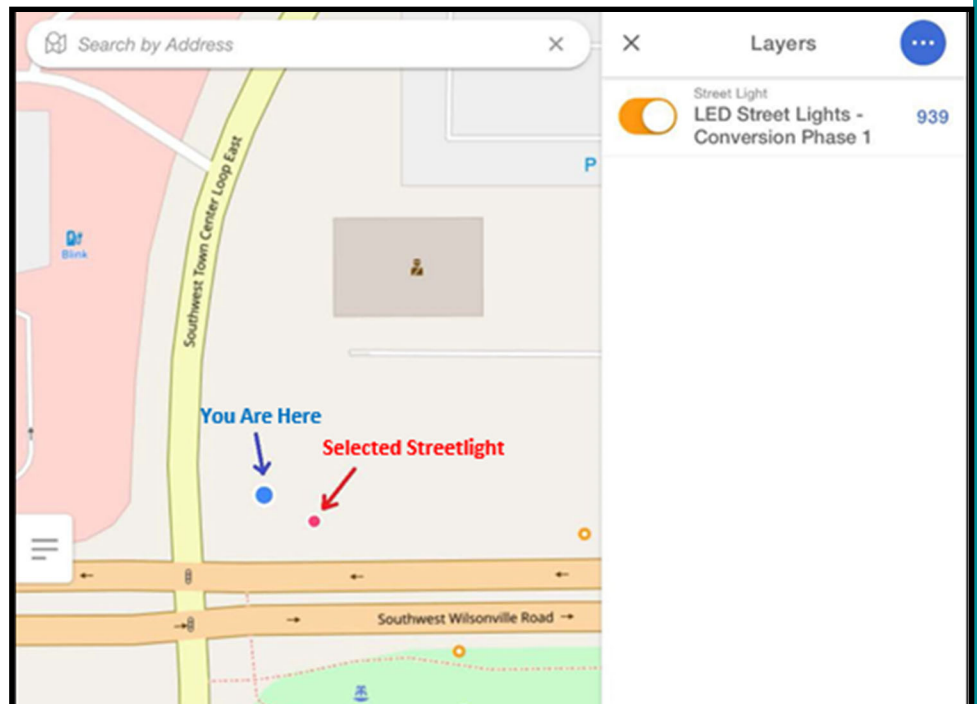
High-Performance Operations Award

In 2020 the City of Wilsonville began work on a project to convert approximately 3000 street lights throughout the City from HPS bulb fixtures to new more efficient LED fixtures. This would have been a challenging project even in a normal year but was made even more so with added hurdles of the pandemic and wildfires.

In order to track the progress of the LED conversion project and streamline the process for updating asset data, the City provided the contractors completing the fixture installs with an iPad, a Cartegraph login with access limited to the Street Light asset layer and some additional training on using the Cartegraph One app to enter information as they completed the fixture conversion installs in the field.

The fields being updated included the fixture type, new LED bulb wattages, a photo of the newly installed asset and any additional notes, such as unreported damage. Using the updated assets as a trigger an automation then created a follow-up inspection task assigned to City staff for confirmation that the LED install was completed with any issues being noted and addressed. Information for the newly converted LED street lights could then be exported from Cartegraph and easily shared with the regional power providers allowing them to quickly update their billing system. This quick turnaround of information meant the City was able to realize the benefit of reduced electricity costs from the more efficient LED street lights.

The City completed Phase 1 of the LED Streetlight Conversion Project in early 2021 successfully changing out approximately 932 street lights to new LED fixtures. By using Cartegraph OMS to track the installs and update asset information in the field as the work was being completed we were able to streamline the data collection process saving staff time and resources. Updated street light data could then be quickly shared with our regional power provider allowing the City to expeditiously see a 76% reduction in electricity costs for the street lights converted to more efficient LED fixtures.



Best Regards,

Delora Kerber, Public Works Director

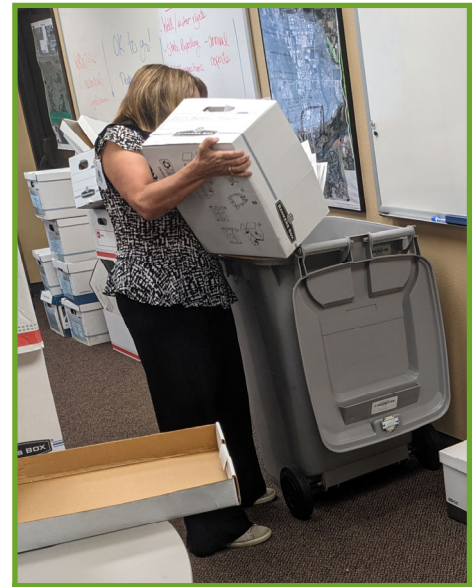
Administration

Let's get digital!

In 2019, the City adopted the Laserfiche Action Plan outlining our records management goals, including scanning all documents that need to be kept for longer than five years into Laserfiche, a content management software. Laserfiche helps large organizations manage all the documents that they generate. As they are scanned, the digital files are saved, securely stored and given metadata to assist with locating them in the future. Some documents are required to be kept permanently but most can be destroyed after a specific length of time outlined by the State of Oregon.

Like most offices, Public Works previously relied solely on paper documentation for our maintenance logs and work orders. Now this information is managed in Cartegraph, our web-based asset management software, which can be accessed remotely by multiple users. With the conversion to digital storage we are using less paper, requiring less physical storage, and making important information more accessible.

On September 21-23, the Public Works department completed a three day records management event with the help of Kim Veliz, City Recorder and Jan King, Laserfiche Assistant. Jayme Taylor, PW Program Coordinator acts as the department's "Laserfiche Champion" who is responsible for helping staff identify and retain records by the retention schedule set by the State. Together, this group sorted through over 20 banker boxes, pulling out documents that needed to be scanned for long term digital storage. Shred bins were brought in to securely store the documents—under lock and key!— before being picked up by the shredding service.



Loading secure shred bin



Empty boxes—ready for re-use or recycling

Facilities

Welcome, Trevor!



Trevor Denfeld, Facilities Technician

The Facilities Department is excited to welcome Trevor Denfeld into the Facilities Maintenance Technician position. Trevor joins us with a multitude of experience spanning different industries. He was most recently a crew foreman for a structural steel construction company, and also has general construction and golf course maintenance experience. He has really hit the ground running here by eagerly knocking out dozens of work requests and has already been enrolled in the limited building electrician program, HVAC certification program, certified pool operators course, and has already obtained his flagging certification.

Trevor was born and raised in Oregon and is proud to call the PNW home. He really enjoys anything outdoor related, especially hiking, camping, dirt/mountain biking, and hunting. He is really enjoying Wilsonville and is happy for the opportunity to serve this great community.

Stormwater

Leaf and Rainy Season Prep

As rainy season approaches each year, our Stormwater staff has a list of actions they take in preparation. One activity is ensuring that the critical outfalls are inspected and cleaned. The Villebois neighborhood design allows for the community's stormwater to be piped to a "level spreader" outfall. The level spreader is a three feet deep by three feet wide by forty feet long concrete basin. It slows the velocity of the water entering the device, forces the water level to gradually rise to a predetermined level, and then slowly discharges over a field. Slowing the water along with the change in elevation allow the pollutants in the stormwater to settle to the bottom of the spreader and not into the adjacent wetlands.



Roman and Konnen cleaning out level spreader

The work requires coordination with the HOA, Clackamas Corrections crews and various pieces of heavy equipment. In all, staff was able to remove over three cubic yards of material from the level spreader in this year's clean out.

Roads

Difficult Manhole Replacement

After a few weeks of planning, Roads and Stormwater staff coordinated the replacement of a crumbling stormwater manhole lid in the intersection of Wilsonville Road and Town Center Loop East. The intersection is one of busiest in the city, which present logistical challenges that needed to be addressed before completing the difficult replacement.

Public Works staff coordinated with Engineering to develop an appropriate traffic control plan for the repair. Based on the traffic load at this location, construction could only occur between 9 AM and 3:30 PM. During this narrow window, staff set up all safety controls, excavated and effected the repair. The new concrete collar and manhole lid was set within this time frame and is functioning well.



Excavated stormwater manhole



Traffic control for the work site

Utilities—Water

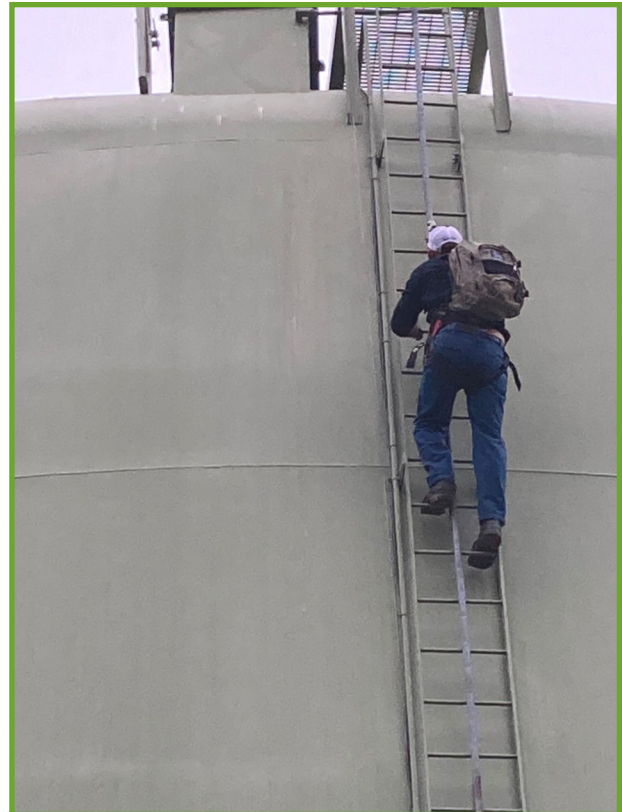
Preserving water assets

As the season transitions into fall, there is a final push to wrap up construction projects before the rainy weather returns. The crew experienced an uptick in utility locates and engineering requests. These requests included assistance with collecting bacteriological water samples, water main shutdowns and general investigative work to provide Public Works feedback.

This month a technician from Norton Corrosion Control was on site to perform the annual inspection of the cathodic protection system. This system prevents the corrosion of steel assets, such as the above-ground water reservoirs and the underground water transmission pipeline. The technician checks to ensure that all of the components of the system are functioning properly and takes readings to measure the remaining lifespan of the system.



Chad & David shutting off a water main



Contractor performing an inspection

Utilities—Water cont.

2021 Lead & Copper Study Results

The City of Wilsonville is required by the United States Environmental Protection Agency (US EPA) and the Oregon Health Authority (OHA) to collect and analyze residential tap water samples every three years for lead and copper under the Lead and Copper Rule. The samples are collected from preapproved residences with older plumbing systems and are used to determine the exact lead and copper levels in the water. Sampling is required for regulatory compliance, but it also demonstrates that the City of Wilsonville is properly treating and delivering water to its customers in a way that reduces the possibility of lead and copper contamination.



Sampling is easy—just turn on the tap!

During the third week of August, staff delivered the sample bottles to the participating properties and picked up the samples provided by the residents. The tap water samples are sent to an external laboratory for analysis. The results for the lead and copper samples came back this month and as in years past, the results were satisfactory. The Lead and Copper Rule states that the concentration of lead and copper must be less than or equal to the 'action level' in at least 90% of samples collected. Both of the 90th percentile values are below the action levels (AL) for lead and copper, currently of 0.015 mg/L and 1.3 mg/L respectively. The 90th percentile lead level was ND (none detected). The 90th percentile copper level was 0.078 mg/L.

Utilities—Wastewater

Inspections and Cleaning helps the wastewater flow

The Wastewater crew continues to perform sewer main cleaning in the Orchard neighborhood. After completing routine maintenance in the area, the crew will return to conduct a CCTV (closed-circuit television) inspection.



David cleaning a sewer main

The crew continues to check on off road manholes to inspect the structure and operation as well as take an assessment of the vegetation growth that can inhibit access to the manhole.



Accessing an off road manhole