

From The Director's Office:

Public Works Department Host Regional Cartégraph User's Group Meeting

The old saying of "you don't know, what you don't know" is never more realized than in the various data management tools agencies use to track their work and expenses. The saying refers to the fact that we are all ignorant to the gaps in our knowledge and the best way to resolve this is through either experience or this case is mutual experience.

In order to address this, Wilsonville Public Works, along with Cartégraph Systems and ten other agencies in the state are working to close that knowledge gaps by sharing our experiences with the Cartégraph Asset Management System. On June 7th, 2019, CoW hosted the first Cartégraph regional users group meeting within the state of Oregon with the intent of sharing our experiences and solutions with the software. The User Group meeting was hosted by CoW and attended by staff from: City of Albany, City of Hillsboro, Joint Water Commission, City of Medford, City of Newberg, City of Pendleton, Multnomah County and Willamalane Parks and Recreation District.

Andy Sheehan, Asset Management Coordinator was the key note presenter and conducted an overview of the successes and points of improvement that the City has identified in its asset management program. This was followed by a presentation from the Multnomah County staff on how they have leveraged the system for conducting bridge inspections and tracking bridge maintenance.

Future meetings will occur on a semi-annual basis and will be hosted by one of the participating users group agencies.



Where it all Began: Cartégraph Navigator

- ❖ Implemented in 2010
- ❖ Started with Signs
- ❖ Team of 4 Interns
 - ❖ Trimble Juno GPS
 - ❖ Collected sign location, MUTCD codes, and other features & photos



[Intern Sign Video](#)

Facilities Division

Leveraging Equipment to Create Efficiency

Since taking janitorial services in-house, the Facilities division has been working diligently to develop a program service level for our internal customers. We've recently created a Customer Service Level Agreement that was shared at the June Managers Meeting and will be finalized early in the new fiscal year. The program analysis has determined current needs to staffing percentage is already at 112% over allocated staff hours. In order to make up the short fall, Facilities staff has been leveraging training and new equipment to assure we meet the service level needs and we are providing a value to our customers. We've recently acquired two new industrial floor scrubbers to replace the work of a traditional mop and bucket. To supplement the spot vacuuming, an industrial floor sweeper has been acquired.. This equipment covers more area in less time as well as clean along edges. The new assets allow us to provide a more in depth and thorough product while saving time.



WES Facility Striping and Event Support

The Facilities Division was very busy in supporting the recent SMART 30 year Celebration and electric bus unveiling. Prior to the event the Division coordinated with SMART and WES to clean and restripe the existing WES parking lot. This involved closing the parking lot over a weekend for a complete cleaning and sweeping in order to restripe all +500 parking spaces. The staff updated the landscaping in certain areas as well making sure the overall site looked its best for the event. Lastly, staff set up and removed most of the chairs and other materials for the event.



Roads & Storm Water Division

Assisting at vehicle crash sites

In January of 2019, Public Works received a dedicated traffic control response truck through Federal Emergency Management Grant Funds. The new asset is outfitted to ODOT traffic incident response truck specifications, with a variable message reader board, a generator and electrical reel, air compressor and pneumatic reel and dedicated tool storage areas.



Since its arrival staff have been putting it to good use. In June alone, Public Works staff have assisted Wilsonville Police Department with several traffic incidents. Public Works typically assist Police and Fire at their request so they can focus on the actual incident and/or to move on to other incidents that may arise. On the morning of June 20, there was a vehicle rollover accident that took place in front of Public Works/Police facility

and staff responded immediately. Manny Ghiselline and Roman Kylo set up traffic control measures to divert and control traffic and Preston Langeliers assisting in extracting the injured driver from the vehicle. Public Works Staff retained control of the site after police and fire left the site, until the vehicle could be removed from the right of way.

Staff also responded in a similar manner to an incident on Boones Ferry Road adjacent to the I-205 Right of Way. Public Works staff assisted with flagging on Boones Ferry Road so that rescue personnel could focus on the welfare of the injured drivers.



Roads & Stormwater Division

Cleaning Water Quality Manholes

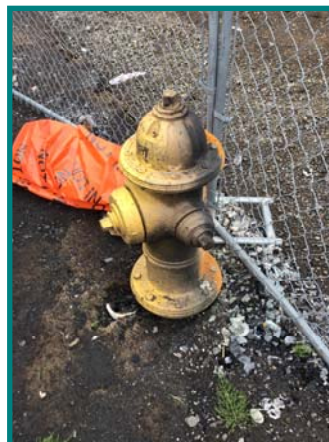
The storm water team has been struggling to effectively and efficiently clean catch basin and water quality manholes that are set off the edge of the road more than 10 feet and have no truck access area. As a team, staff came up with an idea to reduce the Vactor trucks intake hose from eight inches to a four inch hose which will allow it to go about 150 feet from the truck and still be able to effectively clean the City's assets. This also minimizes the effect on the environment during the cleaning process. Additionally, this allows the assets to be cleaned prior to entry into the waterway thereby preventing many pollutants as possible from reaching the waterways.



Utilities Division

Villebois Fire Hydrant Replacement

The water crew wrapped up the last few repairs to water infrastructure that were affected by the fire in Villebois. A hydrant that was in the fire hot zone had to be replaced due to the internal components being melted by the heat. An air relief valve cover was replaced and all of the meters and meter boxes within the fire zone were inspected and repaired as needed.



Scorched Fire Hydrant



New Fire Hydrant

Utilities Division

Spring Ridge Assisted Living Facility Meter Replacement

A project to replace the 30 year old water meter at the Spring Ridge Assisted Living Facility in Charbonneau was completed this month. The meter that feeds the facility is a large six inch meter that had reached the end of its service life because replacement parts for rebuilding the meter are no longer available. A meter of this size requires a bypass line to use during meter replacement and meter calibration. This project upsized the bypass line from a two inch up to a four inch, which can now adequately feed the facility during meter servicing and backflow testing.



Old Meter & Bypass



New Meter & Bypass

The second component of this project was the rehabilitation of the vault in which the meter resides. The original vault was constructed using a telecommunications lid which is essentially a large manhole cover. This lid provided limited topside access and poor ventilation which created a greater risk of hazardous atmospheric conditions within the vault. The new lid is a much larger three-door vault lid that provides above ground access and significantly improved ventilation. The built-in ladder in the vault which was previously useless due to its location has also been adjusted to be fully functional.



Old Meter Vault Lid



New Meter Vault Lid

Emergency Management

National Incident Management System (NIMS) Audit

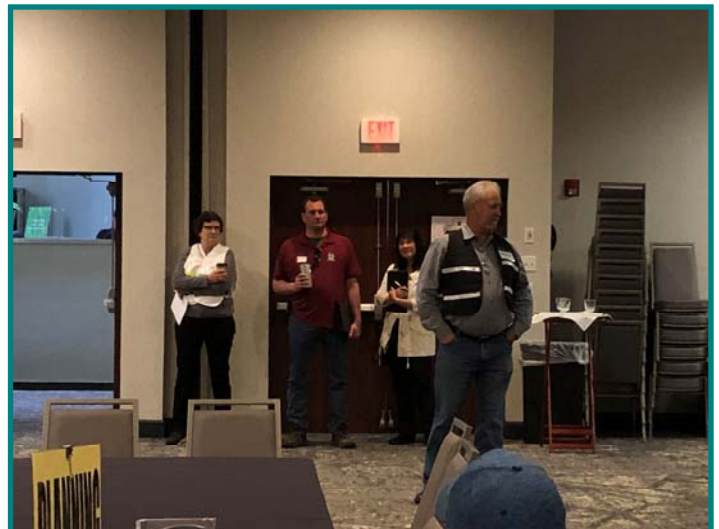
In March, the Public Works Department conducted an audit of the City's compliance with federal requirements for emergency management training. Since 2004, municipal and state agencies have been required to have minimal emergency management training for staff members. NIMS provides a consistent and comprehensive training framework for all government agencies as well as private sector partners. The March audit determined that we only had training records for 31% of the overall staff. PW issued a instructions to all staff on the required minimum training levels for staff with a June deadline for completing the training. The current training audit indicates that we are at 81.7% for all staff, which is a large gain. In the near future PW will be identifying additional training for key staff to attend based on their pre-identified emergency management roles.



FEMA

Kinder Morgan Emergency Management Exercise

City staff were invited to participate in a regional emergency management exercise with Kinder Morgan (KM), which operates a major fuel transportation pipeline within the City's incorporated boundaries. The exercise is an annual function for KM but this was the first year in which the exercise scenario involved an incident in Wilsonville. The exercise involved the City, KM, Oregon DEQ, Oregon Health Authority, Federal EPA, USCG as well as other key stakeholders.



City staff assumed key Incident Command System roles with Delora Kerber serving as an Incident Commander in the unified command. Other staff participants include Bill Evans (PIO), Martin Montalvo (Planning Section), Andy Sheehan (Situation Unit). Willamette River Water Treatment staff members Howard Hamilton and Kim Reid also participated as subject matter experts on the plant operations.