



Look Inside Lincoln

Bimonthly City Manager's Report

Bob Adams, Interim City Manager

INSIDE LINCOLN BIMONTHLY UPDATES

Looking Back

(These items occurred July 20, 2018 – August 9, 2018)

CityLink Newsletter: A new publication that includes news about economic development activity in the City of Lincoln is included as an attachment to this edition of Inside Lincoln.

2018 Water Year Dashboard: The dashboard document is provided by PCWA and is included as an attachment with this edition of Inside Lincoln.

Capital Improvement Projects: All Capital Improvement Projects will be updated on CIPTracker Report linked below on at least a monthly basis. Individual Inside Lincoln updates will only be provided for a select group of high profile projects as needed.

CIP Tracker and its associated map are available on the City's website at the following location:

<http://www.lincolncalifornia.gov/city-hall/departments-divisions/engineering/cip-projects>

Human Resources New Hire: Senior Human Resources Analyst, Justin Orton, joined the HR team on Monday, August 20th. Justin comes to us from the City of Fremont where he served in the role of labor and employee relations officer. Justin also worked for the City of Roseville where he performed recruitment and human resource information system related duties. Justin will replace Sheila Van Zandt who, with much sadness for us but tremendous joy for her, will be leaving us for retirement at the end of August 2018.

Assistant Planner New Hire: The Community Development Department is proud to announce that Escarlet Mar has officially joined the City of Lincoln team, as an Assistant Planner to fill a staff vacancy in the Department. The Assistant Planner is responsible for reviewing and processing various plans and applications for subdivision, housing, and commercial development in the City of Lincoln. Furthermore, the incumbent will provide information and assistance to developers, property owners, and the public with inquiries on land use, the City municipal code, City policies, and the processing of development applications. Her first day as a City employee was August 20th. Please join us in welcoming Escarlet to the team!

Recruitment and Selection:

| <u>Position</u> | <u>Status</u> |
|-----------------|---------------|
|-----------------|---------------|

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| Library Assistant | Department selected 11 candidates, HR to set up interviews |
| Accounting Manager | Currently recruiting, closes on 9/7/18 |
| Police Officer | Ongoing.....(filled two vacancies in July) |
| Reserve Police Officer | Ongoing....review applications quarterly for dept need |
| Reserve Firefighter | Ongoing...review applications quarterly for dept need |
| Maintenance Worker Solid Waste | Currently recruiting, closes on 9/7/18 |
| Senior HR Analyst | Hired 8/20/18 (Justin Orton) |
| Maintenance Worker Solid Waste | Hired 8/19/18 (Logan Grubaugh) |
| Seasonal Maintenance Worker – Solid Waste | Hired 8/20/18 (James Schwartz) |

Engineering Intern Alex Chinn: The Engineering Department’s summer intern, Alex Chinn, has wrapped up his work for the City of Lincoln and has headed back to school at the University of Illinois. Alex was a huge help to the department throughout the summer, gathering field data, helping out with research, creating exhibits and doing dozens of other tasks to assist the engineers in the department. A big thanks to Alex for the two months of conscientious, hard work.

Looking Forward (These items occur after August 10, 2018)

Open Enrollment: Open Enrollment will begin on Monday, September 10, 2018, and will continue through Friday, October 5, 2018. Any changes made to medical, dental or vision coverages will take effect on January 1, 2019. Staff interested in changing medical plans or adding/deleting eligible dependents from their plans should make these changes during Open Enrollment. Otherwise, it will take a “qualifying event” to make changes to a person’s health insurance. More information on Open Enrollment will be sent out in the next couple of weeks.

Tank #3 at Verdera North: The beginning of the bid period was delayed due to progress on the metering station project and is now expected to begin August 30th with an award of contract on October 23rd. Efforts to establish electrical services to the site are in progress.

Lincoln Penryn Phase 3 42” Pipeline and 36” Verdera North Pipeline: The contractor, Bay Pacific Pipelines, continues the installation of the 42-inch pipelines at the south end of the project area around the Whitney Reservoir. The work in this area involves the installation of fill material to build an access road west of the dam crest and then install the pipeline within this roadway. The contractor will continue working on this activity into September. The final backfill of the pipeline along Vista de Madera (within Verdera) is expected to resume around the first week of September. The contractor is expected to finish the backfill and establish final grade at the future Metering Station site in early September.

High School Area Waterline Replacement: The contractor began construction of the High School Area waterline project last week and work is anticipated to continue through the beginning of November. The water main installation is currently underway and progressing north along H Street. During the installation of the new water main on H Street, the contractor encountered an existing water service just north of 8th Street that sustained damage during the excavation. Upon further exploration of the service, it was discovered that the existing main terminated prior to the location shown on the plans, and two water services were connected to the end of the main (see attached photograph). Additionally, each of the two water services had been previously repaired. The initial service line encountered has been repaired and will be replaced as part of this project.

McBean Park Drive Bridge Replacement Project: Caltrans has authorized the City to design the bridge to the same requirements that the Central Valley Flood Protection Board was requiring, ending nearly a year of stalemate. The Bridge project is again moving forward with the design of a three lane bridge replacement. The consultant is working to prepare the preliminary plans and paperwork to submit to Caltrans for approval.

The Caltrans Highway Bridge Program has recently reduced the percentage that the program is willing to pay for aesthetic treatments from 5% of the cost of construction to 2.5%. Because of this decrease in federal funding, combined with the fact that the bridge has been reduced significantly in width from the original design, the aesthetics have been scaled back by replacing the large entry tower with two, smaller entry columns. A conceptual sketch is included at the end of this report.

Atkinson Park: A joint walk with the City and the contractor was conducted to identify punch list items for the project. All items have been completed and the project is scheduled to go before City Council on August 28th for Notice of Completion. Staff is looking to schedule a park dedication ceremony sometime in early October.

Looking Forward – Community Development – Construction Operations Summer 2018: With the assistance of the City Engineers GIS analyst Community Development has created a map showing the construction operations projected for Summer 2018. The map is available on the City webpage under About Lincoln > Current Development Projects.

Wilson Park Playground Change Orders: On July 16, 2018, McGuire-Pacific commenced with the work of removing the rubberized play surface matting with engineered wood fibre. A few unforeseen field conditions were uncovered, including old play element footings, and a concrete gutter pan around the interior of the play area that encroached within the fall zone of portions of the play equipment. There was one change order issued. The total change order amount exceeded the authorized change order contingency amount of \$7,467 by \$663.

The original amount of the contract with McGuire-Pacific was \$49,780. Due to the potential cost for delaying the contractor vs. the small overage of the authorized change order amount and the imminent start of school adjacent to the park, there was insufficient time available to go through the formal process for increasing the change order authorization amount without creating additional expenses and challenges. The work is completed, and the Notice of Completion has been scheduled for the City Council agenda on September 11th.

Ongoing and Upcoming Events

Council Regular Session Meeting

All

Tuesday, August 28, 2018

6:00 PM

Council Chambers – Third Floor

Council Monthly Work Session

All

Tuesday, September 4, 2018

3:00 – 5:00 PM

First Floor Meeting Room