## PUBLIC WORKS BENCHMARKS

<table>
<thead>
<tr>
<th>Benchmark Item</th>
<th>APRIL</th>
<th></th>
<th></th>
<th>Fiscal Year-to-Date Totals</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Totals for the Month</td>
<td>2018</td>
<td>2019</td>
<td>3-Year Average</td>
<td>2018</td>
<td>2019</td>
</tr>
<tr>
<td>Water Flow (acre-feet)</td>
<td></td>
<td>104</td>
<td>94</td>
<td>98</td>
<td>2,252</td>
<td>2,287</td>
</tr>
<tr>
<td>Wastewater Flow (million gallons)</td>
<td></td>
<td>28</td>
<td>35</td>
<td>35</td>
<td>279</td>
<td>292</td>
</tr>
<tr>
<td>Fleet Work Orders, PM &amp; CM, % of Total Time</td>
<td></td>
<td>55%</td>
<td>52%</td>
<td>53%</td>
<td>54%</td>
<td>57%</td>
</tr>
<tr>
<td>Buildings Work Orders Completed (each)</td>
<td></td>
<td>94</td>
<td>144</td>
<td>107</td>
<td>989</td>
<td>1,034</td>
</tr>
<tr>
<td>Customer Service Requests (each)</td>
<td></td>
<td>106</td>
<td>85</td>
<td>93</td>
<td>939</td>
<td>872</td>
</tr>
<tr>
<td>Backflow Testing (each)</td>
<td></td>
<td>72</td>
<td>43</td>
<td>52</td>
<td>1,350</td>
<td>1,105</td>
</tr>
<tr>
<td>Plan Checking (each)</td>
<td></td>
<td>29</td>
<td>25</td>
<td>25</td>
<td>252</td>
<td>228</td>
</tr>
<tr>
<td>Trash Complaints (actual call-outs)</td>
<td></td>
<td>5</td>
<td>5</td>
<td>7</td>
<td>334</td>
<td>31</td>
</tr>
</tbody>
</table>

Fiscal Year – July 1 to June 30.
MEMORANDUM

TO: Steven J. Pinkerton
    General Manager

THROUGH: Joe Pomroy, P.E.
    Director of Public Works

FROM: Ronnie Rector
    Public Works Contracts Administrator

SUBJECT: Public Works Department’s Monthly Status Report for April, 2019

DATE: May 15, 2019

_________________________________________

DIRECTOR HIGHLIGHTS

STAFF HIGHLIGHTS

Fleet is fully staffed again, with the return of Kris Stevens from deployment. It’s now Engineering’s turn to be short-handed, as Principal Engineer Charley Miller has gone to work for Tahoe City PUD. Remaining Engineering staff is determining workload and setting priorities for the upcoming summer projects and those projects still in the design/pre-bid phase.

UTILITIES HIGHLIGHTS

With a lot less snow removal to deal with, the team was able to return full time to District sewer and water duties. Work orders generated in April included 86 preventative maintenance and 168 unscheduled projects.

The new Sewer Pump Station 11 was installed by our staff, which saved the District from paying an outside contractor to complete the work. SPS 1 received a lot of attention this month, as well, receiving a new gate valve and a new discharge isolation valve, additional work on its #1 check valve, and grease removal. And SPS 17 required confined space entry for pump work.

Training this month included flagging certification for all operators, CPR/AED training, forklift training, and a District safety meeting. Webinars included the Disinfection By-Products Rule and Storage & Distribution.

Oh, and the centrifuge that was sent out for rebuild is now up and running at the WRRF.
ENGINEERING HIGHLIGHTS

The Engineering Division is working on several CIP projects, including:

Sewer Pump Station 11 Replacement Project, which was discussed above.

Incline Park Facility Renovations: This project will bring substantial upgrades to Ballfield #3, located near the Incline Middle School, including a new infield, batting cage, prefab dugouts and electronic scoreboard. Work was awarded to RaPiD Construction and is anticipated to begin in May. Staff is currently acquiring the multiple permits required before start of construction; although no longer with us, Charley Miller is assisting with this task, as he knows the project inside and out.

Repairs to the Recreation Center Deck, Stairs and Railings: This project was awarded to Bruce Purves Construction and work is anticipated to begin in May.

Reservoir Safety and Security Improvements: This project was awarded to Resource Development Company. The contractor has been making site visits, ordering materials, and preparing for start of work later in May.

There were no additional Public Works contracts issued in April.

The Engineering Division is also overseeing a number of projects in the construction, bidding, design and planning phases, including (but not limited to): WRRF Aeration System improvements; WPS 2-1 Improvements; SPS 1 Improvements; Tennis Center renovations; Phase VI of Incline Creek restoration; several projects at the Mountain Golf Course; replacement of District fire panels; water reservoir safety improvements; and maintenance and upgrade projects at the WRRF and BCWDP.

BUILDINGS HIGHLIGHTS

The Buildings team completed 144 work orders this month, 110 of which were corrective; the remainder were both scheduled and unscheduled projects.

All District parking lots received new striping, the security gate at Public Works saw some repair work to its electrical system, and the Treatment Plant boiler received a new backflow device and pump.

FLEET HIGHLIGHTS
Fleet has acquired new equipment for both Golf and Parks Departments as part of the 2018/19 CIP replacement program. This equipment has been put into service. All golf equipment has been serviced and is being utilized at the golf courses.

**BUSINESS OFFICE HIGHLIGHTS**

The Business Office notified 60 accounts of delinquency, 252 property owners of a possible water leak, issued just over $9,000 in leak relief credits, and updated ownership information for 13 properties. One account was shut off for non-pay. Of the 4,588 accounts billed monthly, 1,274 now receive their bills online.

Contract administration and administrative support for the month included those projects listed in the various division reports, above, assistance with public records requests, and support for the various CIPs underway throughout the District.