## PUBLIC WORKS BENCHMARKS

<table>
<thead>
<tr>
<th>Benchmark Item</th>
<th>Totals for the Month</th>
<th>Fiscal* Year-to-Date Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2018</td>
<td>2019</td>
</tr>
<tr>
<td>Water Flow (acre-feet)</td>
<td>104</td>
<td>105</td>
</tr>
<tr>
<td>Wastewater Flow (million gallons)</td>
<td>23</td>
<td>27</td>
</tr>
<tr>
<td>Fleet Work Orders, PM &amp; CM, % of Total Time</td>
<td>55%</td>
<td>55%</td>
</tr>
<tr>
<td>Buildings Work Orders Completed (each)</td>
<td>93</td>
<td>100</td>
</tr>
<tr>
<td>Customer Service Requests (each)</td>
<td>57</td>
<td>37</td>
</tr>
<tr>
<td>Backflow Testing (each)</td>
<td>53</td>
<td>48</td>
</tr>
<tr>
<td>Plan Checking (each)</td>
<td>15</td>
<td>14</td>
</tr>
<tr>
<td>Trash Complaints (actual call-outs)</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

*Fiscal Year is 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 February, 2019

DATE:       March 13, 2019

DIRECTOR HIGHLIGHTS

Waterline leak detection efforts are still in full swing during this low-water-use season, which makes finding any unaccounted-for water use much easier to track down. The two new magnetic flow meters that were installed last month have collected excellent data so far.

We have been able to determine that there is little to no water loss or unaccounted-for water in all of Crystal Bay, as the mag meter closely matched the 1.5 million gallons of water measured by all of the commercial and residential water meters for the month.

The next step in our water loss investigation involves looking at what we call Pressure Zone One, which is essentially every customer below Tahoe Boulevard, from Rocky Point to Red Cedar. Since there are so many customers in this zone, we systematically open and close valves to create smaller subzones.

The first subzone we created covered Crystal Shores East and West, and all the properties located west of the old Orbit Station. We attached our very sensitive ultrasonic flow meter to the pipe and recorded flow every minute for 24 hours. We found that the flow dropped to zero for almost two hours overnight, between 2:00 and 4:00 a.m. Therefore, we feel fairly confident that there are no leaks in this area.

Next month, we will report on the Mill Creek subzone.

WASTE NOT AND TAHOE WATER SUPPLIERS ASSOCIATION
TWSA is providing in-kind water sponsor support for the Nevada Rural Water Conference, which is scheduled for March 12-14. Refillable water bottles and Drink Tahoe Tap promotional items will be provided.

DRINK TAHOE TAP banner ads are running at www.Tahoe.com. TWSA print ads are running in the Mountain News 2019 Tahoe Visitor Guide (a South Shore guide) and Tahoe.com’s 2019 Winter Guide (lake-wide). Distribution is 90,000 for both publications.

Staff completed production of the 2018 Snapshot Day report, and has initiated the collaborative workgroup for planning for the 2019 event, scheduled for this coming May 18. Materials are posted at http://tahoetruckeesnapshotday.org.

**UTILITIES HIGHLIGHTS**

It won’t be surprising to hear that staff performed record snow removal duty this month, as 19 out of 28 days saw exceptional snowfall in Tahoe. The team drove loaders and blowers for 685 hours, moving snow from District parking lots and access roads, and along Ski Way to provide skiers with safe access to Diamond Peak.

Water and sewer production this month was 34.1 million gallons and 27 million gallons, respectively; 7,500 gallons of septage was received at the Waste Water Treatment Plant, and 132 tons of biosolids were processed and trucked to Bentley for recycling.
The Backflow module in NEXGEN is still in progress, and we are working closely with the vendor, our Billing Office, Compliance and IT staff to make sure all bugs are worked out, District information is transferred properly, iPads configured and tested, and staff confident with how this new software will perform.

Training for the month included safety meetings, TORCH training, and webinars on Revised Total Coliform Rule and the Safe Drinking Water Act. Drew Morris passed his Water Treatment Operator 1 test.

**ENGINEERING HIGHLIGHTS**

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

**Sewer Pump Station 11 Replacement Project** – This project will replace sewer pump station 11, located at the base of Crystal Drive and original equipment installed over 40 years ago. The pump station has arrived and staff is involved with preparations for installation, when weather permits.

Additional contracts issued in February:

<table>
<thead>
<tr>
<th>Date</th>
<th>Vendor</th>
<th>Project CIP &amp; Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/1/19</td>
<td>Colbre Grading + Paving</td>
<td>3241BD1402, ADA Access to On-Course Restrooms</td>
<td>$99,395</td>
</tr>
<tr>
<td>2/20/19</td>
<td>Resource Development</td>
<td>2599SS1702, WWTP Biosolids Bin Rehab</td>
<td>$28,800</td>
</tr>
</tbody>
</table>

The Engineering Division is also overseeing a number of projects in the construction, bidding, design and planning phases, including (but not limited to): Repairs to the Recreation Center's outdoor deck, stairs and railings, and upgrades to the bollard lighting in the parking lot; Tennis Center renovations; Burnt Cedar pool condition assessments and pool piping repairs; Mountain Golf Course clubhouse roof repairs, water main line relocation, and kitchen rebuild; maintenance projects along the Effluent Export Line; replacement of District fire panels; water reservoir safety improvements; and maintenance and upgrade projects at the WRRF, BCWDP and District water and sewer pumping stations.

**BUILDINGS HIGHLIGHTS**

The Buildings team completed 100 work orders this month, 78 of which were corrective; the remainder were both scheduled and unscheduled projects. The Accounting Department now has upgraded exit door locks, to prevent external entries.

**FLEET HIGHLIGHTS**
The record snow this month also affected Fleet operations, when the large loader-mounted blower experienced a mechanical failure and, due to repair parts availability, was down for 20 days. Fleet was also down one mechanic, with Kris Stevens on active duty deployment through April 1, as part of his USAF Reserve duties.

Even facing these challenges, the Fleet team was able to keep all other snow removal equipment up and running, while also carrying out other priority shop activities. Any special projects will be on hold until Fleet is back to full staff.

**BUSINESS OFFICE HIGHLIGHTS**

The Business Office notified 63 accounts of delinquency, 259 property owners of a possible water leak, and updated ownership information for 19 properties. No accounts were shut off for non-pay. Of the 4,588 accounts billed monthly, 1,246 now receive their bills online.

Contract administration and administrative support for the month included those projects listed in the various division reports, above, and support for the various CIPs underway throughout the District. Staff also attended two webinars on the online bidding software, and assisted with two public records requests.