<table>
<thead>
<tr>
<th>Benchmark Item</th>
<th>MAY</th>
<th>Totals for the Month</th>
<th>Fiscal Year-to-Date Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016</td>
<td>2017</td>
<td>3-Year Average</td>
</tr>
<tr>
<td>Water Flow (acre-feet)</td>
<td>200</td>
<td>205</td>
<td>216</td>
</tr>
<tr>
<td>Wastewater Flow (million gallons)</td>
<td>27</td>
<td>35</td>
<td>29</td>
</tr>
<tr>
<td>Fleet Work Orders, PM &amp; CM, % of Total Time</td>
<td>49%</td>
<td>61%</td>
<td>54%</td>
</tr>
<tr>
<td>Fleet Work Orders, PM &amp; CM, % of Total Time</td>
<td>58%</td>
<td>58%</td>
<td>57%</td>
</tr>
<tr>
<td>Buildings Work Orders Completed (each)</td>
<td>129</td>
<td>109</td>
<td>126</td>
</tr>
<tr>
<td>Customer Service Requests (each)</td>
<td>124</td>
<td>148</td>
<td>135</td>
</tr>
<tr>
<td>Backflow Testing (each)</td>
<td>221</td>
<td>169</td>
<td>210</td>
</tr>
<tr>
<td>Plan Checking (each)</td>
<td>24</td>
<td>22</td>
<td>24</td>
</tr>
<tr>
<td>Trash Complaints (actual call-outs)</td>
<td>20</td>
<td>45</td>
<td>29</td>
</tr>
</tbody>
</table>

*Fiscal year is July 1 to June 30
MEMORANDUM

TO:    Steve n 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 May 2017

DATE:    June 21, 2017

DIRECTOR HIGHLIGHTS

District staff has been working with the Clear Creek Golf Course on the effluent sales agreement to base the agreement on water sold and a fixed meter cost. The unit rates will be based on the current pricing in the effluent sales agreement. Clear Creek has begun construction of an additional treatment system for the District’s effluent to meet State standards for potential human contact with treated effluent now that housing units are being constructed in the development.

Staff continues to work with FEMA through the reimbursement process for repairs to the Effluent Wetlands storage facility from the damage caused by the January 2017 storm.

The District’s water consumption in 2017 was nearly identical as the water usage in 2016. This was a head scratcher at first until we remembered that there was a lot of May and June rain that impacted golf rounds and also kept customer’s irrigation in the “off” position.

The District’s Mill Creek Dam No. 2, located at the back of the Public Works site, filled to capacity. This is a good thing because it means there were extensive flows coming down Mill Creek, and excess flows were bypassed to be stored behind the dam, which relieved potential flooding for Mill Creek and Pine Cone Circle homeowners. Now that flows have receded, we are sending that flow back down the Mill Creek stream channel utilizing existing infrastructure.
The table below presents the trash violation statistics for the current and previous fiscal years, plus the totals for the last ten years (since the inception of the trash violation enforcement program). The goal of the Public Works Department is to achieve trash compliance through proactive enforcement and education by using internal staff and responding to trash complaints from the public. The fines are issued for violations of the Solid Waste Ordinance and credits are issued for installation and use of animal resistant containers. All fines are collected through the utility bill. The fining process was suspended in January and February because of the substantial storms causing a disruption in garbage service.

<table>
<thead>
<tr>
<th>July 1 - June 30</th>
<th>Fines Paid</th>
<th>Credits Issued</th>
<th>Net of Fines</th>
<th>Total Complaints</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014-15</td>
<td>$46,258</td>
<td>$17,323</td>
<td>$28,935</td>
<td>200</td>
</tr>
<tr>
<td>2015-16</td>
<td>$18,997</td>
<td>$12,834</td>
<td>$6,163</td>
<td>162</td>
</tr>
<tr>
<td>2016-17</td>
<td>$5,698</td>
<td>$3,249</td>
<td>$2,449</td>
<td>210</td>
</tr>
<tr>
<td>2005-17</td>
<td>$200,322</td>
<td>$72,529</td>
<td>$127,793</td>
<td>1589</td>
</tr>
</tbody>
</table>

Garbage Can Enclosure (Bear Box) Rebate Program: Since July 1, 2014, 439 applications for rebates have been received, with 320 successful installations to date. Rebate is $150 for all new applications.

Waste Not Highlights

2017 is the
- 25th Anniversary of the Waste Not Programs
- 15th Anniversary of the Tahoe Water Suppliers Association

Snapshot Day Event details:
Waste Not staff hosted the 2017 Snapshot Day North Shore Lake Tahoe event. This involved extensive preparations, including calibration of 266 instruments, packing sample kits for volunteers, laboratory coordination, location safety checks, team leader training, advertising, team assignments, and day of event coordination. This year, Waste Not hosted 21 volunteers who sampled 15 North, East and West Shore sites. Program partners coordinated other sites throughout the Lake Tahoe and Truckee River watershed from the upper Truckee River to Pyramid Lake. A full report will follow later in the year.

Table 1: 2017 Snapshot Day Volunteers and Sites Monitored

<table>
<thead>
<tr>
<th>Site</th>
<th>Volunteers</th>
<th>Sites Monitored</th>
</tr>
</thead>
</table>


<table>
<thead>
<tr>
<th>Location</th>
<th>Pouches</th>
<th>Bottles</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Lake Tahoe</td>
<td>111</td>
<td></td>
</tr>
<tr>
<td>North Lake Tahoe</td>
<td>21</td>
<td>15</td>
</tr>
<tr>
<td>Middle Truckee River</td>
<td>30</td>
<td>23</td>
</tr>
<tr>
<td>Lower Truckee River</td>
<td>255</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>417</strong></td>
<td><strong>82</strong></td>
</tr>
</tbody>
</table>

TWSA outreach included distribution of the water pouches to:
- Mountain Works Training / TRPA - 50 pouches
- Snapshot Day Volunteers - 500 pouches
- CWEA Safety Day – 125 pouches
- Incline High School Leadership Exchange – 25 glass bottles

Staff coordinated the 2017 TWSA Scholarship Program. One student from each of the Tahoe area high schools (George Whittell; South Tahoe High School; North Tahoe High School; Incline High School) has been selected to receive a $500 “Future of Water” scholarship to support their college academic studies. A total of 4 scholarships are given annually in the Tahoe region. The scholarships are available to a student working toward his/her first undergraduate degree and who is enrolled in a program related to water resources, environmental science or the sciences. The students are selected by the following criteria: an essay or artwork on “Source Water Protection – Why It Matters,” academic performance including the cumulative grade point average, relevance of the student’s curriculum to science, and leadership in extracurricular activities.

The 2017 TWSA Scholarship Awardees are:
- Incline High School: Christian Loesche
- North Tahoe High School: Carson Gracey
- South Tahoe High School: Sierra Bedwell
- George Whittell High School: Angelina Stetler

Staff met on May 26 with the new Community Collaborative for Bears (CCB) working group. This group includes IVGID PW staff, NDOW Director Tony Wasley, NDOW staff, BEAR League and other stakeholders. The group is having dialogue on discuss potential changes to human / bear conflict field response with a goal towards creating “Bears Belong” communities. The group will be co-staffing adjacent outreach booths at the IVGID Community Fair on July 3 and 4. The group is also working on several small projects together.

Staff placed 1700 BEAR SMART brochures in the community, refilling handouts at 17 businesses within the District. The 2017 BEAR SMART brochure was included as a separate insert in the May 2017 PW utility billing mailer with distribution to 4200 IVGID utility customers. Staff has developed a ‘hot sheet’ of problem dumpsters within the
District requiring replacement by WM. Staff developed a new “lock the bin” instructional sticker for dumpsters, and a new educational sign showing how to lock the 3 current types of latching mechanisms on dumpsters.

**UTILITIES HIGHLIGHTS**

Monthly compliance reports were submitted for the water and wastewater systems to the state and local agencies with no permit violations. The Laboratory team completed all required monthly testing and submittals. Water production was 66.8 MG and treated Wastewater was 34.6 MG. 15,000 gallons of septage was received at the WRRF site. 112.3 tons of Biosolids were hauled to the Bentley facility for composting. We received 103,530 gallons of waste water from State Parks sites.

**Water Resource Recovery Facility (WRRF)**

Projects included installation of a new TSS probe with mounting, wiring, programming and calibration. Completed installation of the H2S AND LEL gas monitors in the plant headworks, completed inspection and maintenance of both centrifuges, trouble shot and corrected the #2 centrifuge viscotherm.

Other projects included pumping down both upper and lower emergency holding ponds, completed the Nexgen work order input and sent out media samples from the odor scrubber for analysis. The plant is currently running in plug flow with both clarifiers and two basins.

The wetlands enhancement facility monthly rounds were completed with no issues.

**Burnt Cedar Water Disinfection Plant (BCWDP)**

The BCWDP facility met all treatment and monitoring requirements for the month.

Projects consisted of re-plumbing, testing and adjusting the WPS 2-1 Cla-Valve, the Contact Chamber and wet well cleaning by the contractor and the operators performed the calibration of the UVT and UV units.

The emergency generator was test ran with no issues

**Water Pump Stations / Tanks**

Staff completed bi-weekly sampling of all water reservoirs for chlorine residual, started on the planning and measurements for the new solar and battery equipment for Reservoir 3A-1 and completed some of the station PM’s.
Sewer Pump Stations

Completed some of the monthly PM’s and replaced the vacuum pump at SPS #11.

Water Distribution

In addition to the normal workload, staff performed 93 line locations, repaired 1 water main and 2 service lines, turned on and checked all venue irrigation meters, and continued with the annual commercial water meter testing and annual pressure reducing valve inspection programs.

Other projects consisted of assisting the Parks Department with tree removal in the creek areas, trenching projects and tree removal for the Golf Department, upper yard clearing for the new equipment storage building, assisted the Engineering Division with the water main replacement project, and assisted the Utility Maintenance Specialist with replacing water pump station meters.

The water system has been switched back over to summer mode for enhanced flows and quality management.

Wastewater Collection

The team installed 4 new air relief valves, plumbing and vaults on the effluent export line in Jacks Valley, excavated and repaired a broken pump line at the Water Resource Recovery Facility, assisted the UMS person with repairs and modifications to SPS #18 at Ski Beach.

Other projects consisted of manhole inspections in all of the stream environmental zones and contracting out the parking lot cleaning and sweeping at all District venues.

Staff performed 0 feet of CCTV work and 11,611 feet of hydro flushing.

Utility Maintenance Specialist

Working with staff or contractors, projects completed for this month consisted of replacing 3 more air relief valves on the export line in Jacks Valley, wetlands facility control building interior repairs, completion of the relining and rehabilitation of 14 manholes and 1 SPS, cleaning of our BCWDP ozone contact chamber and wet wells, and the installation of the new mag meter at WPS 5-1 to assist in monitoring our flows in the system. Staff also assisted and tested the plant’s upper and lower holding pond pumps for operation and performance and to bring the high water levels down.
Other projects currently being worked on are replacing the pumps, motors, vaults and electrical at SPS #14B, more ARV replacements on the effluent line in Jacks Valley, replacement on the existing sewer force main ARV’S and working with NDOT to lower our effluent line at Hwy 395 and Plymouth for their drainage improvements.

There are currently 11 more projects waiting on parts, contractors, proposals and funding. Lists of projects are available on request.

**Miscellaneous / Training / Safety**

Our CDL driver continues to haul biosolids for the WWRF site, hauling materials for other departments and assisting with delivering and picking up equipment for the Fleet division.

Pipeline staff attended the CWEA annual Safety Day at the North Tahoe Conference Center, completed their annual mask fit tests for the Confined Space Rescue Team, attended the monthly District safety meeting, and a team member completed and passed his annual welding certification testing.

Plant staff attended the annual CWEA Safety Day at the NTCC, dealt with intermittent power outages throughout the town, and diverted a run-off stream that was affecting our main export line pump station.

**Call outs (After Hours)**

The plant team responded to 23 alarms. The pipeline team responded to 7 callouts. A list of callouts is on record.

**ENGINEERING HIGHLIGHTS**

The Department is working on several CIP projects currently under construction or in the bidding phase, including:

- **Diamond Peak Base Lodge Lower Restroom Replacement Project** – This project will provide a complete renovation of the original restrooms in the lower level of the Diamond Peak Base Lodge. The project was awarded to Sentinel Builders of Sparks, Nevada. Project start date was October 12 and work was substantially complete on December 14. Repairs of deficient work identified over the course of the ski season will be completed in May followed by final payment and contract close-out.
Sentinel Builders Contract Status:

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>Change Orders to Date</th>
<th>Current Total Contract Amount</th>
<th>Total Payments for Work Completed to Date</th>
<th>Current Balance to Completion (including retainage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$174,945</td>
<td>$8,133</td>
<td>$183,078</td>
<td>$166,229</td>
<td>$16,849</td>
</tr>
</tbody>
</table>

- **2017 Watermain Replacement Project** – This project will replace approximately 3,000 lf of old watermains with new 8” PVC or Class 350 DIP watermains, and upgrade related appurtenances within the Mill Creek neighborhood, along Sawmill, Selby and Pine Cone Roads. Work was awarded to Gerhardt and Berry of Reno, NV, and is scheduled to begin on May 1. Substantial completion of all work is scheduled for the end of June, prior to Washoe County’s pavement project in the same neighborhood.

Gerhardt and Berry Contract Status:

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>Change Orders to Date</th>
<th>Current Total Contract Amount</th>
<th>Total Payments for Work Completed to Date</th>
<th>Current Balance to Completion (including retainage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$904,713.80</td>
<td>$2,880.03</td>
<td>$907,593.83</td>
<td>$126,263.31</td>
<td>$781,330.52</td>
</tr>
</tbody>
</table>

- **Championship Golf Course Restrooms Remodel Project** – This project will remodel the restrooms located on the Championship Golf Course near holes 6 and 15. The project was awarded to Walker River Construction and construction began at the end of April. Substantial completion is anticipated for June 16, 2017, with final completion on June 30, 2017.
Walker River Construction Contract Status:

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>Change Orders to Date</th>
<th>Current Total Contract Amount</th>
<th>Total Payments for Work Completed to Date</th>
<th>Current Balance to Completion (including retainage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$89,576.00</td>
<td>$9,170.42</td>
<td>$98,746.42</td>
<td>$0</td>
<td>$98,746.42</td>
</tr>
</tbody>
</table>

Additionally, the Engineering Department is overseeing a number of other projects in the bidding, planning and design phase, including the Public Works Equipment Storage Building Project, Sewage Pump Station 8 improvements, Water Resource Recovery Facility (WRRF) Access and Decant Facility improvements, the Incline Beach House project, office space remodel at the Public Works facilities, safety enhancements for the natatorium mezzanine at the Recreation Center, the Diamond Peak Incline Creek Culvert Rehabilitation, the second phase of the Effluent Export Pipeline Replacement Project, as well as a number of other improvements at the WRRF, the Burnt Cedar Water Disinfection Plant, and District water and sewer pumping stations.

**FLEET HIGHLIGHTS**

Sweetwater Shop:

- All shop activities are running smooth at this time and the mechanics are keeping up with preventive maintenance schedule and repairs.

- Fleet mechanics are in the process of servicing and inspecting all Parks turf equipment and all fleet operation vehicles are ready for the summer season.

- Operator training has been completed for seasonal mowing staff for Parks Department. This training consists of safety, proper operation, and reporting of problems, and is very helpful in reducing accidents, maintenance costs, and equipment downtime.

Ski Shop:

- All shop activities are running smooth and mechanics are preparing to start the summer services and overhauls of the equipment in preparation for next season.

- Summer operation vehicles have been serviced, inspected, and are ready for use.
Golf Shop:

- Mechanics have completed all winter equipment services and repairs and the equipment is ready to be utilized on the golf courses as needed

BUILDINGS HIGHLIGHTS

- **Administration**
  Installed new white boards in several offices
  Inspected and repaired HVAC units in H.R. and BOT Room

- **Public Works**
  Installed new alarm system for Pipeline Shop
  Replaced sensors on Fire Panel Building B
  Re-lamped warehouse lighting
  Reset sensors on Fleet middle roll up door

- **Treatment Plant**
  Installed new NEMA switch for main roll up door
  Contained and cleaned water leak in main office area

- **Chateau**
  Installed new gas line for exterior BBQ/smoker for F&B
  Installed new electrical outlets for F&B
  Inspected and charged fire an sul system for F&B
  Inspected and repaired FC #7

- **Aspen Grove**
  Repaired broken step off patio deck

- **Golf**
  Began mold abatement and repairs to Champ Maintenance Building
  Repaired damaged water in Champ Maintenance Building Chemical storage
  Installed five new garage doors at Mtn. Golf Maintenance Building due to damage from winter snow

- **Ski**
  Stripped and cleaned all F&B kitchen floors
  Began mold abatement and repairs to Fleet Maintenance Building

- **Parks**
  Opened bathrooms at all parks for the season
  Completed floor repair CIP at Preston Park
  Replaced lamps in all scoreboards
• **Recreation Center**
  Inspected and repaired HVAC #5 & #7
  Repaired ice maker in lobby
  Inspected and repaired parking lot lights following winter damage

• **Tennis Center**
  Completed refinish and re-stain of patio deck
  Purchased and installed new CIP icemaker
  Put up practice court nets

• **Incline Beach F&B**
  Inspected and charged fire ansl system

• **Burnt Cedar Beach F&B**
  Inspected and charged fire ansl system
  Repaired swamp cooler and ice machine in snack bar

• **Beaches**
  Installed speed bumps at Ski Beach
  Lifeguard chair repair at all Beaches
  Investigated and repaired bad fuse on main pool pump after power outage
  CIP re-coating of Burnt Cedar pool patio deck

**BUSINESS OFFICE HIGHLIGHTS**

• Staff posted 46 delinquent accounts for shut-off; 14 online account customers were also notified of posting by email.
• 1 account was shut off for nonpayment. There is currently 1 account shut off with a delinquent balance.
• There were no liens or release of liens recorded.
• 981 accounts received E-statements through online account access.
• Potential leak notifications were indicated for 266 accounts on their monthly statement. 47 online account access customers were also notified of their leak by email.
• 14 changes in ownership were processed on utility accounts.
• Staff processed $2,414.06 in credits related to water leaks.
• Staff is working on contract administration for various CIP projects, including those included within the previous Engineering Department Highlights.