

## PUBLIC WORKS BENCHMARKS

Benchmark Item	SEPTEMBER					
	Totals for the Month			Fiscal* YTD Totals		
	2016	2015	3-Year Average	2016	2015	3-Year Average
Water Flow (acre-feet)	393	368	383	1,367	1,236	1,308
Wastewater Flow (million gallons)	29	30	29	99	100	101
Fleet Work Orders, PM & CM, % of Total Time	67%	62.0%	62%	60%	63%	61%
Buildings Work Orders Completed (each)	122	115	123	409	389	395
Customer Service Requests (each)	136	126	150	411	460	476
Backflow Testing (each)	162	163	159	695	659	658
Plan Checking (each)	36	28	33	90	88	96
Trash Complaints (actual call-outs)	14	10	14	51	48	69

\*Fiscal year is July 1 through 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 September, 2016

**DATE:** October 20, 2016

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### **DIRECTOR HIGHLIGHTS**

On Friday, September 16, we held the fourth and last Friday Walk and Learn. This was a very successful set of tours for the public to get a little exercise, see some water and wastewater infrastructure and meet some Public Works staff. Several people attended all four and were already asking if we were going to do it again next year and what we will be showcasing.

The end of September marks the drastic reduction in water use in our community. At the beginning of the month we were producing 5.4 million gallons of water per day; this was down to 3.5 million gallons per day by the end of the month. While writing this, the heavy storms have hopefully caused all irrigation to be shut off, and we are now producing only 1.5 million gallons per day.

The District entered into an updated effluent sales agreement with Schneider Ranch in the Carson valley, which has been beneficially reusing the District's effluent water since 1971, when the export line was built. The agreement was last updated in 1995 and has now been brought up to date with today's operational practices.

The District has been answering many calls, emails and in-person questions about the new trash and recycling cart roll-out. We have been providing details about the roll-out, the timing, the size of carts and the new services. We have been sending some of these requests to the appropriate Waste Management representative if it is a service question, request for containers or a billing request. This has put a very

high demand on the front-office personnel. Waste Management expects to send the first residential quarterly bill in October.

Garbage Can Enclosure (Bear Box) Rebate Program: Since July 1, 2014, 337 applications for rebates have been received with 246 successful installations to date. Staff is providing product selection assistance, providing site location assistance, processing applications, verifying site installations and proof of payment - then initiating rebate payment upon completion of the process. Rebate is \$300 for 2016-2017.

## **WASTE NOT HIGHLIGHTS**

Staff attended the TRPA Shoreline Workshop Series held on September 21. In addition to providing input on boating (buoys/moorings near infrastructure) and recreational impacts to water supply and water quality, the discussion included TWSA's former requests to increase the zone of protection around intakes. Following the meeting, formal correspondence was submitted to TRPA on behalf of the water providers, requesting the potential expansion of the zone to 1,320 feet or more, from the current 600 ft. standard.

TWSA was active in the following events held in September:

- Water stations and water pouches for both the North and South Shore TEDX talks. 300 water pouches were donated to these events.
- TWSA sponsored water stations and water pouches for the TINS Piranga fundraiser event, and 150 water pouches were donated.
- TWSA sponsored the water station and 250 water pouches for the Paddle-Fest Tahoe Cup SUP event on September 10 in Tahoe Vista.
- One water station was used at the Lost Sierra Hoe-Down Festival, with 600 attendees.

Staff attended the quarterly Nearshore Aquatic Weeds Working Group (NAWWG) meeting and attended the TKPOA AIS working group meetings. Staff continues to review developments with the TKPOA NPS plan and the 2016 Rhotamine Dye Test waiver issued by Lahontan for the Tahoe Keys. Staff facilitated a lesson on water sustainability to the 5th Grade students at Tahoe Expedition Academy on September 21. Approximately 15 kids were taught the importance of sustainable source water protection, about water infrastructure and the things they could do to be more sustainable in their daily lives.

Staff and IVGID Trustee Jim Hammerel continue to meet in a small working group with NDOW Director Tony Wasley, NDOW staff, and 2 other stakeholders. The

group is having dialogue on potential changes to human/bear conflict field response, with a goal towards creating “Bear Friendly” communities.

## ENGINEERING HIGHLIGHTS

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

- 2016 Watermain and Fire Flow Enhancement Project – This project will replace approximately 1,800 lineal feet of old steel watermains by standard watermain replacement methods. This project was awarded to Burdick Excavating of Carson City, Nevada. All watermain work is complete and tied-in, with remaining work focused on final paving and project close-out.

Burdick Excavating Contract Status:

Original Contract Amount	Change Orders to Date	Current Total Contract Amount	Total Payments for Work Completed to Date	Current Balance to Completion (including retainage)
\$629,643	\$11,363	\$321,372	\$158,097	\$163,275

- Recreation Center Boiler Replacement Project – This project will replace the aging boiler plant at the Recreation Center. The project was awarded to Savage and Son of Reno, Nevada. The new boiler system is up and running, with all major work substantially complete. Select electrical work is scheduled for late October pending delivery of long-lead time materials.

Savage and Son Contract Status:

Original Contract Amount	Change Orders to Date	Current Total Contract Amount	Total Payments for Work Completed to Date	Current Balance to Completion (including retainage)
\$440,783	\$0	\$440,783	\$408,878	\$31,905

Additionally, the Engineering Department is overseeing a number of other projects in the planning and design phase; including facility replacements at Incline Beach; Golf Course restroom remodeling; safety enhancements for the natatorium mezzanine at the Recreation Center; Aspen Grove and Burnt Cedar Beach flatscaping and retaining wall enhancements; the Diamond Peak Incline Creek

Culvert Rehabilitation; restroom improvements at the Diamond Peak base lodge; the Public Works Cold Storage Building; the second phase of the Effluent Export Pipeline Replacement Project; as well as a number of other improvements at the Wastewater Treatment Plant, the Burnt Cedar Water Disinfection Plant, and the Water and Sewer Pumping Stations.

## **UTILITIES HIGHLIGHTS**

Monthly compliance reports were submitted for the water and wastewater systems to the state and local agencies with no permit violations. Water production average was 4.26 MGD and Wastewater flow average was 0.96 MGD. The Laboratory team completed all required testing. 20,000 gallons of septage was received at the WRRF site.

### **Water Resource Recovery Facility (WRRF)**

Training was started with the new team member.

Staff completed installs for the fiber optic system. Solids handling ran without significant issues. Monthly rounds were completed at the wetlands enhancement facility with no issues.

The team was involved in the effluent line shut down by setting up bypass pumping into the storage basins during the effluent line relocation. Staff re-established effluent flow and pumped out holding basins, bringing the WRRF back to full operation. The north clarifier was drained and cleaned during this time period.

Staff started on repairs to the polymer transfer pump and await the arrival of specialized parts to complete these repairs.

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

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

The team continues to assist with testing magnesium hydroxide pump and transfer options and are testing out different units.

A sanitary survey was conducted with the Washoe County Health Department.

## **Water Pump Stations / Tanks**

Staff completed monthly chlorine residual testing of the water reservoir tanks, and started rebuild of the Cla-Valve at WPS 5-2.

## **Sewer Pump Stations**

Staff had to clean and remove rags and debris from SPS 6 twice utilizing our Vactor unit and Pipeline team. They also replaced all of the vacuum hoses to the return line at SPS 10, and continued on the sewer quarterly PM's.

## **Water Distribution**

In addition to the normal workload, staff performed 72 line locates, repaired 7 water main line leaks and performed 1 non-pay turn off.

Staff completed clearing around the water tanks for access and tank protection, performed potholing and assisting at various locations for the water main replacement project and performed 1 service line freeze to accommodate a residential line upgrade.

Other projects consisted of the final 2 FSA meter installations, completing the commercial meter project, assisted Ski with 3 PRV inspections and 1 rebuild. Staff also assisted the UMS person and the Compliance team on several projects they had going.

Staff started on the PRV semiannual inspections and rebuilds

## **Wastewater Collection**

Staff performed 12,470 feet of hydro-flushing, repaired two sewer mains utilizing the internal Quick Locks, installed a new ARV on a sewer force main, and CCTV work on a sewer main line damaged by the contractor on the bike path project.

Special projects included replacing a broken valve at the wetlands facility, completed all of the levee and cell mowing and the installation of 915 feet of sheet piles to eliminate leaking from the cells to the diversion ditch.

Staff assisted in the realignment project for NDOT and built a containment weir gate for the Plant diversion channel.

## **Utility Maintenance Specialist**

Seven projects were completed for the month, including a 10" valve replacement at the wetlands facility, blind repairs for the hunt program, and debris removal from around our water reservoirs. Other projects consisted of removal of the pump control valve and ARV installation on #2 pump at the BCWDP.

September saw the completion of the selector wall, basin mixer and supporting arms for the #2 North Basin, assistance with repairs to the sewer main and inspections on the NDOT highway bike path, plus assistance on the Sanitary Survey of our PRV's and reservoir overflow analysis with Washoe County Health Dept.

Currently there are thirteen other projects either waiting on parts, contractors, scheduling, are in progress, waiting on reviews or return requests.

Lists of projects are available on request

### **Miscellaneous / Training / Safety**

Our driver continues his hauling of Biosolids from the WRRF site, green waste for Parks and the Golf courses plus the spoils off haul from the PW site.

Both teams held their monthly safety meetings, inspected all AEDs, fire extinguishers and eye wash stations.

Four team members attended the Tri-State Conference in Las Vegas and attended the District Pool Pac Torch training.

### **Callouts**

The plant team responded to 15 alarms, including WRRF blower issues, surge alarms, and screw conveyor issues.

BCWDP experienced 3 callouts. Other callouts consisted of drive faults at SPS 16, high pressure at WPS 3-1, high wet well at SPS 6, and 3 high wet wells at SPS 14.

Reservoir callouts consisted of high level at R3A-1, and high level at R8 B.

The Pipeline team responded to 9 callouts, including customer assistance and water main line leaks.

### **BUSINESS OFFICE HIGHLIGHTS**

- Staff posted 49 delinquent accounts for shut-off; 18 online account customers were also notified of posting by email.
- No accounts were shut off for non-payment. There is currently 1 account shut off for a delinquent balance.
- No liens or releases of liens were recorded.
- 877 accounts received e-statements through online account access.
- Potential leak notifications were indicated for 403 accounts on their monthly statement. 79 online account access customers were also notified of their leak by email.
- 21 changes in ownership were processed on utility accounts.
- Staff processed \$0.00 in credits related to water leaks.
- 11 community members participated in the 3<sup>rd</sup> Friday Walk and Learn event on August 19 for the Sewer Pumping Station and Creek Restorations.
- Staff is working on contract administration for various CIP projects, including District Janitorial services, Diamond Peak Restroom Replacement, site work at the beaches, floor plan studies for Public Works, Recreation Center Boiler Replacement, Reservoir Painting, document scanning, assisted with the Operator interview process for the WRRF, and completed document requirements with the NDEP on District effluent leak/spill emergency procedures.

## **FLEET HIGHLIGHTS**

Initial new operator OSHA-required forklift training was given to two new District employees in August. This training is required for any employee that operates a forklift and is followed up with an annual refresher course.

All District overhead cranes and vehicle lifts at the WRRF, Sewer and Water Pump Stations, and Fleet shop locations have gone through their annual OSHA-required inspections and have passed with no issues.

### Department Highlights:

- Sweetwater shop: All shop activities are running smooth at this time and the mechanics are keeping up with preventive maintenance schedule and repairs.
- Ski shop:
  - All shop activities are running smooth and mechanics are beginning the process of summer services and overhauls of the equipment in preparation for next season.

- All of the summer operation vehicles and equipment are fully repaired, serviced and in use.
- Golf shop: All Golf operation vehicles and equipment are fully repaired, serviced and ready for use. The golf shop operation is running smooth at this time and the mechanics are keeping up with the workload.

## **BUILDINGS HIGHLIGHTS**

### **Administration**

Repaired and re-attached roof soffit

### **Public Works**

Cleaned carpets in Buildings A & B

Adjusted belts on fleet Reznor heater and installed new filters

Performed Fire riser inspection, repaired backflow device

### **Treatment Plant**

Inspected and repaired fire duct sensor in main building

Repaired leaking supply line on water heater in boiler room

### **Chateau**

Installed new replacement dish rinse faucet

Repartitioned alarm zones and upgraded sensors

Cleaned carpets in the Grill

Cleaned windows throughout facility

Installed door stop in upstairs men's room / repaired door knob hole in sheetrock

### **Aspen Grove**

Installed new AED

Installed new first aid kit

Removed exterior drinking fountain for installation of pavers.

### **Golf**

Performed fire riser inspection, repaired backflow device in Champ Cart Barn

Repartitioned alarm zones and upgraded sensors in Mtn. Pro Shop

### **Ski**

Completed Main Lodge Deck recoat and reseal

Repaired toilet in restroom off main deck

Installed conduit for 3 outside receptacles, emergency lighting, work bench power in Fleet Maintenance

Replaced P/T valve on water heater in Fleet Maintenance

### **Parks**

Removed and replaced broken drinking fountain at Preston Park

Replaced old lighting time clock for new Astro clock at Village Green

### **Recreation Center**

Cleaned windows throughout facility

Removed faulty drinking fountain from upstairs hallway near men's room

Installed 3 new bottle filler drinking fountains

Troubleshoot and repaired lighting relays at switches behind front counter.

Post-power outage, prepared building for restoration of power. Readjusted lighting clocks.

Cleaned/polished and resealed gym floor

Installed new diving board

### **Tennis Center**

Replaced blown fuse at light pole caused by power brown-out (Incline and Rec entrance).

### **Incline Beach F&B**

Repaired main sink facets

Prepped for winter shut down

### **Burnt Cedar Beach F&B**

Prepped for winter shut down

### **Beaches**

Rebuilt two faucet valves at men's restroom / flushed lines of debris - Incline Beach

Replaced two light wall packs on east and west wall at Incline Beach

Replaced two wall packs on east and west wall at Ski Beach

Installed new first aid kit for Ski Beach