

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 January, 2015

DATE: February 9, 2014

DIRECTOR HIGHLIGHTS

Water and wastewater flows still trend at or below normal for this time of year compared to previous years. The warmer temperatures and lack of snowfall have allowed the crews to perform sewer line cleaning, sewer line televising and watermain valve exercising. Normally these activities are too dangerous to perform in the winter because of ice and snow on the roads and in our easements.

The Board tabled a decision on the Solid Waste Ordinance amendments at the January 14, 2015 Board Meeting. The Director is working with Legal Counsel on a new timeframe for the Ordinance amendments.

The Director has been preparing the utility rate study for presentation to the Board of Trustees in February. The large rate increases for sewer to fund the Effluent Export Project are now behind us.

The following table presents the trash violation statistics for the current and previous fiscal year, plus the totals for the last nine 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.

July 1 to June 30	Fines Paid	Credits Issued	Net of Fines	Total Complaints
2013-14	\$37,670.00	\$11,845.00	\$25,825.00	229
2014-15	\$37,262.00	\$13,025.00	\$24,237.00	152
2005-14	\$129,369.00	\$39,123.00	\$90,246.00	1169

WASTE NOT HIGHLIGHTS

Madonna attended the Lahontan Regional Water Quality Control Board's "Climate Change Preparedness Workshop" on January 15, 2015. The workshop focused on understanding the shifting dynamics of precipitation, drought, flood and water storage patterns and their impacts on water resources in the Sierras in the face of ongoing climate change pressures.

http://www.waterboards.ca.gov/lahontan/board_info/agenda/2015_schedule.shtml

Staff has been working with several community partners (IVCH, WCSO) to coordinate a "Prescription Drug Round Up" event for the spring and again in the fall, and develop plans for a permanent drop-off location in the community. The Spring Roundup is tentatively scheduled for Saturday, April 25, 2015 from 10 am – 2 pm at the Incline Village Community Hospital's community room. Several details of the logistics for the permanent drop-off location at the Incline Sheriff Substation have recently been resolved, so this component will hopefully be established and operational by June 30, 2015.

Staff has been busy with the coordination of the Garbage Can Enclosure (Bear Box) Rebate Program. To date, 120 applications for rebates have been received. Staff is providing product selection assistance, site location assistance, processing applications, verifying site installations and proof of payment - then initiating rebate payment upon completion of process.

"Go Green Day" has been scheduled as an environmental awareness outreach event at Diamond Peak. It is scheduled for Saturday, March 21, 2015.

Staff conducted tabling / customer outreach at several events during the month at Diamond Peak, including during Resident Appreciation week, January 9 & 10, and Ullr Fest on January 24.

ENGINEERING HIGHLIGHTS

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

- Ski Beach and Village Green Restrooms Replacement Project – This project was awarded to Walker River Construction by the Board on July 30, 2014 and work began on September 2, 2014. This project will replace the aging and failing bathrooms at Ski Beach and Village Green with two packaged restroom buildings supplied by Romtec, Inc. Project work currently focuses on interior finishes. The project is scheduled to be complete in early March 2015.

In addition, the Engineering Department is overseeing a number of other projects in the planning and design phase including the 2015 Watermain Replacement Project, Beach Facilities Study, the Mountain Golf Course Facilities Study, the Diamond Peak Incline Creek Culvert Rehabilitation, the Public Works Cold Storage Building, and the second phase of the Effluent Export Pipeline Replacement Project.

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 1.461 MGD and Wastewater flow averages were .881 MGD.

Wastewater Operations

Along with routine operations, Staff completed installation of 12 safety railing entrance sites for confined space entry equipment, installed a new digester air control valve actuator and worked with pipeline staff to repair a water leak on one of the internal distribution lines.

Water Operations

In addition to routine inspections, laboratory analysis, instrument calibration, chemical deliveries and routine maintenance, staff met all regulatory requirements for the production of potable water.

The BCWDP met all treatment and monitoring requirements for the month. All ultraviolet transmittance and intensity sensor calibrations and checks were completed.

Other projects at the BCWDP included rebuilding the #1 booster pump check valve, repair of a gas leak on the ozone #2 train, installed a new turbidimeter with a controller unit and installed a new PH probe.

Water Pump Stations

Projects for water pump stations included completing the pump station quarterlies, rewiring the surge valve limiting switch at WPS 4-2/5-1 and high tank spikes at R 3-1.

Sewer Pump Stations

Working with Thunderbird communications, SCADA upgrades to SPS#1 and #8 were completed.

Staff completed flow and pressure tests at SPS#1 and SPS #8 with good information results but will be following it up with another confirmation test plus worked with the pipeline team in performing a wet well cleaning at SPS#8 with one more cleaning to come.

Water Distribution

In addition to the normal work load staff repaired 3 water leaks which included a service line on Pine Cone Circle, a main line on Southwood Blvd, and a service line at the Treatment Plant that supplied one of the eye wash stations. Crews also repaired 2 fire hydrants that had internal failures and rebuilt the 10" PRV at the Preston Field Zone 1 station.

Staff verified and mapped all the water mains and services for the upcoming water main replacement project and assisted the meter technician with replacing several meter transponders that were not sending a proper signal.

Staff completed the quarterly PIV inspections and continues to work on the water main valve cleaning, exercising and mapping program. 13 line location requests came in and 2 non pay turn offs were completed.

Wastewater Collection

Pipeline crews are still monitoring the check valve on the sewer main line feeding the Hyatt Lone Eagle on a monthly basis. Crews are continuing on our 15 year hydro flushing and closed circuit TV plan to clean and televise all of our sewer mains. This month they completed 20,100 feet of line cleaning and 6,271 feet of CCTV work.

Staff assisted the Treatment Plant personnel with grease and debris removal out of SPS #8 and hauled materials to the Lockwood land fill. Crews assisted with hauling biosolids during the CDL truck driver's absence. They completed all sewer main and

lateral locations for the upcoming water main replacement project. Crews removed downed trees across sewer main easement for emergency access if needed.

Miscellaneous/Training/Safety

Staff continued hauling of bio-solids from the treatment plant, green waste products from the golf course and spoils from the pipeline yard, plus backhauling of base rock materials for restocking the inventory.

Pipeline conducted their monthly safety meeting, attended the Districts monthly safety meeting, completed the mask fit tests for the confined space rescue team plus performed the monthly fire extinguishers, AED'S and eye wash inspections.

Pipeline continued with the input of the MSDS sheets into our new website, assisted the Plant crew with the temporary crew quarter move, repositioned staff work stations in the pipeline room for better communication levels and completed fabrication of the cutting edges for the trackless snow blower and sanding truck.

Treatment Plant staff continues to hold its Bi-weekly workshops with the Director of Public Works identifying individual pump stations and developing advanced SOP's and station improvement plans. Staff completed preparations for the relocation into the new on-call condo unit.

A total of 23 alarms from the Plant Division and 9 call out responses for the Pipeline Division. Call outs consisted of customer service assistance, water main leaks, service line leaks, high sludge blankets, RAS and decant fails, low chlorine residuals, vault alarms, Ozone generator fail, high drip leg, high wet wells, high tank and low tanks

BUSINESS OFFICE HIGHLIGHTS

- Staff posted 77 delinquent accounts for shut off. Two accounts were shut off due to nonpayment. There are currently a total of 5 accounts which are still shut off with delinquent balances.
- 355 accounts received E-statements through Online Account Access.
- Potential leak notifications were indicated for 314 accounts on their monthly statement.
- 16 changes in ownership were processed on utility accounts.
- Staff processed \$127.23 in credits related to water leaks.
- Staff is working on contract administration for various CIP projects, including the 2015 Watermain and Fire Flow Enhancement Project, the Village Green and Ski Beach Restroom Replacements, and the Export Pipeline Condition Assessment

work. Projects being closed out include the Recreation Center Roof Project, and the Baseball Field Improvements Project.

FLEET HIGHLIGHTS

Indirect time for January was higher than normal due to vacations and sick time.

Department Highlights:

- Sweetwater Shop: All shop activities are running smooth at this time and the mechanics are keeping up with workloads
- Ski Shop: All shop activities are running smooth at this time and the mechanics are keeping up with workloads. All grooming equipment and snowmobiles are in service and performing well.
- Golf Shop: With the closing of both golf operations closed for the season, mechanics are in the process of winter maintenance and overhauls of the equipment in preparation for the 2015 season.

BUILDINGS HIGHLIGHTS

Completed State-mandated boiler inspections

- **Administration**
Completed battery replacement and alarm keypad software upgrade
- **Public Works**
Replaced lights exterior of all buildings
- **Treatment Plant**
Repaired thermo-coupler and thermostat in Sewer 8 pump station
- **Chateau**
Replaced lights in community rooms
Troubleshoot faults on boiler number 2; Grundfos pump failed, ordered new unit
Parking lot light bases replaced
Constructed and installed new cabinet for A.V. room
Installed new motion detector in main lobby
Cleaned grease traps in F&B Grill and Catering Kitchen
- **Aspen Grove**
Installed new carpet squares in the main room, Aspen Grove
Re-tiled kitchen
- **Golf**
Champ Golf Maintenance - completed fire alarm install and inspection
Mountain Golf Pro Shop - removed and replaced pro shop window

- **Ski**
 - Ski F&B cleaned grease traps
 - Ski F&B installed new sink drain on hand washing sink on the cooking line
 - Clean floors of rental shop
- **Parks**
 - Repaired lights on exterior of Parks Building
 - Repaired locks at Incline Beach due to vandalism
- **Recreation Center**
 - Cleaned VCT and carpet in Child Care
 - Replaced angle of PT valve on boiler as per state inspector
 - Purchased and installed new lights for facility
- **Incline Beach F&B**
 - Cleaned and sanitized ice maker, cleaned all condenser coils on machines
 - Replaced belt on hood fan unit, greased motor, cleaned roof of pine needles, pine cones, etc.
- **Burnt Cedar Beach F&**
 - Cleaned all condensing coils on all refrigeration units
 - Drained ice machine
- **Beaches**
 - Replaced batteries on all ceiling-mounted smoke detectors in the Burnt Cedar Beach Pool Building
 - Greased and changed basket, baby pool pump at the Burnt Cedar Beach

PUBLIC WORKS BENCHMARKS

Benchmark Item	JANUARY					
	Totals for the Month			Year-to-Date Totals		
	2014	2015	3-Year Average	2014	2015	3-Year Average
Water Flow (acre-feet)	140.1	143.8	144.8	2117.8	2007.8	2102.6
Wastewater Flow (million gallons)	23.9	27.3	26.9	200.9	205.7	212.8
Fleet Work Orders, PM & CM, % of Total Time	56.5%	52.26%	52.7%	55%	54.6%	54.9%
Buildings Work Orders Completed (each)	96	103	90	554	790	645
Customer Service Requests (each)	133	60	88	877	864	858
Backflow Testing (each)	72	112	75	960	959	955
Plan Checking (each)	7	12	11	177	162	146
Trash Complaints (actual call-outs)	2	6	7	159	151	127