# PUBLIC WORKS BENCHMARKS

<table>
<thead>
<tr>
<th>Benchmark Item</th>
<th>JANUARY</th>
<th></th>
<th>Fiscal* Year-to-Date Totals</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Totals for the Month</td>
<td>Fiscal Year-to-Date Totals</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>2019</td>
<td>3-Year Average</td>
<td>2018</td>
</tr>
<tr>
<td>Water Flow (acre-feet)</td>
<td>143</td>
<td>112</td>
<td>122</td>
<td>1,936</td>
</tr>
<tr>
<td>Wastewater Flow (million gallons)</td>
<td>26</td>
<td>28</td>
<td>30</td>
<td>199</td>
</tr>
<tr>
<td>Fleet Work Orders, PM &amp; CM, % of Total Time</td>
<td>47%</td>
<td>56%</td>
<td>53%</td>
<td>52%</td>
</tr>
<tr>
<td>Buildings Work Orders Completed (each)</td>
<td>110</td>
<td>104</td>
<td>96</td>
<td>709</td>
</tr>
<tr>
<td>Customer Service Requests (each)</td>
<td>56</td>
<td>51</td>
<td>48</td>
<td>723</td>
</tr>
<tr>
<td>Backflow Testing (each)</td>
<td>67</td>
<td>45</td>
<td>48</td>
<td>1,167</td>
</tr>
<tr>
<td>Plan Checking (each)</td>
<td>17</td>
<td>9</td>
<td>11</td>
<td>189</td>
</tr>
<tr>
<td>Trash Complaints (actual call-outs)</td>
<td>25</td>
<td>3</td>
<td>11</td>
<td>322</td>
</tr>
</tbody>
</table>

*Fiscal Year is July 1 – 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 January, 2019

DATE:  February 19, 2019

DIRECTOR HIGHLIGHTS

The District completed final installation of the last two high-resolution magnetic flow meters so that we can accurately break down the water system into 14 smaller zones. But why? The loss of water out of pipelines and service lines represents lost revenue. It is very difficult to compare the total water pumped throughout the District with the water used by every customer to determine the amount of the difference, which equates to lost sales.

Now that we have the water system broken down into 14 zones, we are able to better identify the 3 or 4 zones that represent about 80% of the unaccounted-for water. We can now break these into smaller subzones and further narrow down the loss area to a few hundred parcels, or just a few miles of pipeline. It will then be far more efficient and effective to find the difficult to locate unaccounted-for water.

This zone metering effort is on top of the continuous leak detection work the Pipeline Division performs, inspecting the District’s steel and ductile iron pipelines, fire hydrants, meters and connections, looking for suspicious groundwater signs that may indicate a leaking pipe. We will keep you up-to-date on what we find. It will take another 3 to 6 months to reach the next milestone.

WASTE NOT AND TAHOE WATER SUPPLIERS ASSOCIATION

The 2018 community recycling statistics are in! See the table below for the last three years’ statistics. For the first time, our community crossed the 30% diversion rate.

<table>
<thead>
<tr>
<th>2018 Recycling Commodity Summary</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Stream Municipal Recycling Rate</td>
<td>20.1%</td>
<td>29.1%</td>
<td>28.2%</td>
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The 2017 Public Works Sustainability report is currently in draft form and will be ready for initial review by March 2019. A sustainability report is being planned for Diamond Peak Ski Resort for release by the end of the season.

Holiday Tree Recycling Program: Staff coordinated logistics between program partners and conducted outreach/publicity for the Holiday Tree Recycling Program. This program, now in its 23rd year, is a long-standing example of community collaboration. Program partners include IVGID’s Waste Not team providing outreach and site setup/teardown, NLTFPD chipping all the trees, our Pipeline crew supporting snow removal and transport of chips, the Parks team providing site assistance and chip-drop logistics, and Waste Management offering a curbside collection week for the trees. (January 7-11). Chips are used for erosion control projects on District property. This year the drop-off site at Preston Field opened on December 21, 2018 and closed January 28, 2019. A total of 979 trees were chipped by the NLTFPD. The project resulted in filling four 20-yard bins, for an estimated 20 tons of wood chips.

**UTILITIES HIGHLIGHTS**

Work on the Effluent Export Line Project included the continuation of air relief valve replacements, preparation of bid documents to repair the Wetlands Facility building’s roof, and bid document preparation to repair another washout along the south side of Jacks Valley Road.

Staff experienced over 22 hours of overtime callouts in January, and performed 248 hours of snow removal at District venues. A District-wide power outage resulted in multiple alarm resets and generator runs, and staff had to trench out and pump SPS-17 with the Vactor truck.
Water production for the month was 36.4 million gallons, wastewater was 28.1 million gallons, and 12,500 gallons of septage was received from Thunderbird Lodge and the Spooner Fire Department. Over 123 tons of biosolids were trucked out of the basin.

Staff attended safety training, and our new OIT, Eric Feistroffer, passed his Distribution 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.

There were no new construction contracts issued in January.

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; Mountain Golf Course ADA site work, roof repairs to the clubhouse, a watermain line relocations, 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
In addition to the 85 new corrective work orders received during the month, the Buildings team completed the new breakroom at the Administrative building, installed new HVAC controls at Public Works, installed new heaters at SPS 16, and accompanied the Washoe County Air Quality inspector through District boiler and gas appliance inspections.

FLEET HIGHLIGHTS
All shops are running smoothly, and mechanics continue with preventative maintenance schedules, and winter overhaul of Golf equipment in preparation for the 2019 season.

BUSINESS OFFICE HIGHLIGHTS
The Business Office notified 59 accounts of delinquency, 274 property owners of a possible water leak, and updated ownership information for 12 properties. No accounts
were shut off for non-pay. Of the 4,588 accounts billed monthly, 1,245 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 the Backflow webinar with Nexgen.