

MEMO TO: Cameron McKay, General Manager

FROM: Brandon Garden, Utility Operations Superintendent

SUBJECT: Operations Report for the meeting of December 15, 2020; Operations for November 13, 2020 – December 9, 2020

WATER CREW

Leaks Repaired 2

Lake Station Output

November 1, 2020 – November 30, 2020

Total Flow: 20,276,100 Gallons

Daily Average: 675,870 Gallons

Turn On/Offs

2

Profiles/Leak Detects/Frozen Meters

2

Escrow Reads/Meter Re-Reads

22

Inspections

4

Station 1	346 Eugene Dr.
Station 2	169 Terrace View
Station 3	176 Buchanan
Station 4	314 Andria
Station 5	403 Kimberly Brooke
Tank 6	481 Kimberly Brooke
Station 7	698 Kingsbury Grade
Tank 10 A&B	1640 Black Bear Run

Major Activities

- The crew has been exercising valves in tank zone 6 and 10. This has taken up the majority of the crews' time for this report period.
- A leak was repaired on Summit Dr. White Rock Construction hit an unknown service line when finishing up the installation of the new force main for DCLTSA.
- A service line leak was repaired at 171 Michelle Dr.
- 160 Pineridge has been temporarily set up for staff members to separate due to COVID-19. For now Joe and Mike report to Station 2. Byran and Shane report to the back office on the bottom of 160 Pineridge and Joel and Darren are in the front bottom office at 160 Pineridge.
- The Hudson valve on the brine maker for the chlorine generator was replaced.
- The pump control valve for motor 1 at Station 3 has been rebuilt.
- Snow removal at all Stations when needed.
- Calibration on all analyzers at Station 1 is complete.
- Byran and Shane continue to spend time on permitting and inspections. External inspections are the only inspections being completed.
- Byran and I have been issuing connection permits and performing plan reviews.
- All monthly UV sensor verifications are complete.
- The crew has delivered shut off notices to customers who have not paid their bills.
- Non-pay shut offs and turn ons when paid.
- Board packet delivery is done by the crew monthly.

- Scheduled Intertie exercising with Edgewood continues to take place every other week. Stand by generators at all stations are exercised on non-Intertie weeks.
- End of the month radio and manual meter reads have been done by the crew.

ROAD CREW

Major Activities

- Please see attached report submitted by Joel Goligoski, Street Maintenance Specialist.

Road Report 11-12-2020-12-7-2020

Delineation

Joel and Darren installed 2 delineators at 224 Scott.

Joel replaced 1 delineator on the side of N. Benjamin near Aspen.

Joel replaced 1 delineator at 413 Andria.

Joel replaced 1 delineator on the side of Chimney Rock between Robert and Sunset.

Joel straightened a delineator at S. Benjamin and Tina

Joel installed 1 delineator across from 416 Maryanne to mark a retaining wall.

Operations Yard

Joel and Darren each hauled a load of recyclable metal to Simms metal for recycling. Darren hauled the scrap sign posts and delineation from the operations yard. Joel hauled the precious metals such as brass and copper from various water projects.

Joel and Darren loaded and hauled 2 loads of asphalt spoils from various water leak patches to Bing Materials.

Snow Removal

Joel anti iced the anti-ice route two times on November 13th and November 17th.

Joel and Darren patrolled the roads on November 13th during a snowstorm and noticed six cars with the no parking tags in the Andria area parked on the road.

Joel and Darren picked up a cement block on the road shoulder at 425 Crestview.

Joel called out the sanding truck for black ice the night of December 5th at Barton and Andria. This was due to a call from D.C.S.O.

Joel completed the fire hydrant dig out pattern. Joel did snow removal around 2 fire hydrants on the side of Tramway, 1 fire hydrant on Tina, 2 fire hydrants on Barrett, 1 fire hydrant on Roxanne.

Drains

Joel did snow removal around drains on Hall, Pineridge, Tramway, Quaking Aspen, Tina, Bonnie, Andria.

Joel cleared a truck load of pine needles out of 2 culverts across from N. Benjamin Dr/Ct, Sherwood.

Joel and Darren cleared a truck load of pine needles off the drain and in the swale at Juniper and William.

Sweeping

Joel and Darren swept 14 loads. These loads consisted of pine needles and sand. The main areas covered were the Andria area, Pine Ridge to Terrace View, Highlands area, Tramway area, S. Benjamin area.

Brush

Joel and Darren cut tree limbs consisting of 1 load of brush in front of the stop sign at Daggett.

Joel and Darren cut 1 load of tree limbs from in front of the stop sign at Meadow.

Joel and Darren cut 1 load of tree limbs from in front of the stop sign on Chimney Rock.

Joel removed 2 Aspen trees across from Brautovich park which had fallen halfway across the road. These were called in by residents.

Joel and Darren cut 2 loads of brush in the areas of Aspen, Andria, Linda.

Joel and Darren removed two trees between Robert and Sunset that had blown over into the swale on the side of Chimney rock.

Joel and Darren removed a tree at 213 Chimney rock that had blown into the road.

Joel and Darren removed a tree limb on the side of Chimney rock near Sherwood Ct. This was hanging over the road due to heavy snow.

Signs

Joel and Darren replaced a bent stop signpost at Jack circle and S. Benjamin.

Joel installed 2 no parking signs on the side of N. Benjamin Dr/Ct.

Joel installed a missing No Outlet sign at Crest View.

Organization

Joel and Darren set up a road crew office in the building at 160 Pineridge downstairs.

Joel has been keeping up on the house keeping of the office.

Joel replaced 5 light bulbs in the new office.

Equipment

Joel and Darren replaced a window on the loader.

Joel and Darren replaced 3 hydraulic hoses on the loader that were rotted.

GIS

- Currently Farr West is working on incorporating existing record drawings.
- Corrections that need to be made have been sent to Farr West as they are found.

TRAINING

- I met with all utility personnel to discuss current operations and changes to operations with the rise in COVID cases in Nevada.

FACILITIES

160 Pine Ridge & 298 Kingsbury Grade

- Nothing to report on my end.

SEWER

- I have reviewed and updated all pumping data from the main lift station and the other lifts stations.
- A sink hole was observed on Tramway near Bonnie Dr. The issue was created from a void in the sewer main line. Summit is working on a way to correct this issue.
- *A Corrective Action Letter was sent out to the four owners of 752 Bigler Ct. The sewer lateral for the property is exposed and will need to be buried to get into compliance with KGID's sewer ordinance. I have followed up with some of the property owner's questions on this work.*

SNOW REMOVAL

- Joel and Darren use the EPOKE to anti-ice before storms.
- Joel and I have identified many areas in need of additional snow staking to protect properties and infrastructure from snow removal damage.
- There were minimal complaints with the first snow fall of the season. The snow removal contractor was ready and performed a good job throughout the district.

VEHICLE & EQUIPMENT

- Truck 1020 had a routine oil change and maintenance.
- New headlights were installed on truck 1020.
- The door window on the loader was replaced. 3 hydraulic hoses were replaced due to weather rot.

OPERATIONS SUPERINTENDENT

General

- I was contacted by a member of the Elks Point County Club as they are in the process of installing an electric operated gate on Bitler Road that will limit access to NV Beach when it is closed for the winter. We were able to come to an agreement that KGID will need its own code for the gate to maintain accessibility.
- The SCADA computer for Station 1 will need to upgrade soon. I have been working with Jacobs Engineering for budget pricing for this work.
- I have reviewed the Standard Operating Procedure (SOP) for valve exercising and have made changes to update the SOP to our current operations.
- Review 60% design for Sunflower, Griffin, and Tina Ct.
- I have reviewed multiple projects submitted by NV Energy for projects they will be performing in the district.
- When transitioning from Google to Microsoft there was information in the cloud that the crew used for accessing meter information that was not available for them to access in the Microsoft cloud. I put this data on micro SD cards that are inserted into the crew's cell phones. They are now able to access the data directly on their cell phones instead of using the cloud.
- *The current line locating and leak sounding equipment is showing wear and is nearing the point of replacement. The crew and I have been looking into newer technologies for line locating and leak detection. We have demoed one model and found it too complicated and complex for efficient use. I am looking into other options and brands to hopefully demo and find options for this work that will assist the crew in line locating and leak detection. I continue to spend time on this item.*
- *I have spent a lot of time going through boxes and boxes of paperwork that came from the Business Contracts Managers office when it was cleaned. This process has been very time consuming as I have had to go through every single sheet of paper individually to verify that nothing is destroyed that could lead to leaving the district vulnerable to a records retention violation. I have found on many occasions original signed contract and project documents that were never filed nor saved electronically. I have found titles for vehicles and equipment that were in with printed out emails that had no correlation with the vehicle, nor had the vehicles ever been registered with the Department of Motor Vehicles. My intention is not to put anyone down or spread ill will but to express the time that is being taken to do this task along with the other day to day operations. I foresee this taking many months to fully complete. I continue to spend time on this.*
- *Work has started on product purchasing for treatment and distribution supplies that were budgeted for this fiscal year. This work is ongoing.*
- I have started assembling KGID's Risk and Resilience Assessment.
- I continue to review and make changes to our conservation plan.
- I have been assisting with connection permits and plan reviews.
- I continue to keep you updated on all the crew's operations and mine as well.
- I have completed the monthly pump reports submitted to NDEP.
- The fuel use reports have been updated.
- I have visually inspected and reviewed all projects performed by the crews throughout the district.
- I continually review timesheets, and approve overtime as needed.
- I review all crew Daily Field Report. These reports are used for the crews to document their day to day operations and tasks.
- I have approved all invoices for the field crews.
- I have reviewed all backflow test reports.
- I have reviewed all GPS reports for field crew vehicles and fuel reports.

PROJECTS

Andria Road Rehabilitation

- This project is in the process of being closed out.

Juniper/Kier Water and Road Improvement Project

- This project is in the process of being closed out.

2020 Sealing Project

- Farr West is updating Micro PAVER. Once completed this project will be closed out.

Chlorine Generator

- I have been in contact with Process Solutions, Inc. (PSI) for contracting activities. Project design and drawings are expected to be submitted for review the week of December 14th. Once submitted and approved Farr West will submit to NDEP for review and approval.

2021 Waterline and Road Improvement Project

KGID staff is currently reviewing the 60% design plans. Comments will be submitted back to Farr West the week of December 14th.

Meetings

- There have been no in person meetings to report for this period.
- I attended the fourth quarter Tahoe Water Suppliers Board meeting.

Training

- On November 17th I participated in an EPA webinar on Creating Resilient Water Utilities. This webinar was informational for setting and maintaining rates and fees.
- Also on November 17th I participated in a webinar for complying with new regulations for the American Water Infrastructure Act (AWIA) for Risk and Resilience Assessments and Emergency Response Plans.
- For this report period I have completed two more classes, for a total of 3 out of the 9 required, on construction claim negotiations and response.

WATERLOSS

Month/ Yr	Finished Water	Plus Water From EWC	Plus Water From RHGID	Less Water To EWC	Net Water	Billed Water Cons	Water Loss	% Water Loss	Raw Water	Net Raw Water	Loss/Gain	% Water Loss
2020												
May-20	20,550,700	0	27,000	201,116	20,376,584	18,984,747	1,391,837	7%	19,810,000	19,635,884	651,137	3%
Jun-20					0		0	#DIV/0!		0	0	#DIV/0!
Jul-20	33,914,600	24,506	64,000	0	34,003,106	30,080,352	3,922,754	12%	30,290,000	30,378,506	298,154	1%
Aug-20	35,271,800	29,500	60,000	15,292	35,346,008	31,554,713	3,791,295	11%	31,970,000	32,044,208	489,495	2%
Sep-20	28,846,100	111,598	84,000	106,752	28,934,946	25,536,013	3,398,933	12%	25,960,000	26,048,846	512,833	2%
Oct-20	29,033,500	94,284	78,000	0	29,205,784	25,092,725	4,113,059	14%	25,890,000	26,062,284	969,559	4%
Nov-20	20,276,100	0	34,000	20,996	20,289,104	16,650,152	3,638,952	18%	16,750,000	16,763,004	112,852	1%
Dec-20					0		0	#DIV/0!		0	0	#DIV/0!
					0		0			0	0	
					0		0			0	0	
					0		0			0	0	
					0		0			0	0	
TOTAL	167,892,800	259,888	347,000	344,156	168,155,532	147,898,702	20,256,830	12%	150,670,000	150,932,732	3,034,030	2%

Month/ Yr	Finished Water	Plus Water From EWC	Plus Water From RH	Less Water To EWC	Net Water	Billed Water Cons	Water Loss	% Water Loss	Raw Water	Net Raw Water	Loss/Gain	% Water Loss
2018												
Jan-18	18,650,900	25,114	42,219	27,554	18,690,679	15,112,267	3,578,412	19%	14,900,000	14,939,779	-172,488	-1%
Feb-18	15,569,200	26,384	26,805	24,604	15,597,785	12,279,864	3,317,921	21%	13,590,000	13,618,585	1,338,721	10%
Mar-18	15,381,200	42,476	38,993	38,160	15,424,509	11,919,133	3,505,376	23%	13,910,000	13,953,309	2,034,176	15%
Apr-18	15,393,800	31,360	26,528	34,952	15,416,736	11,931,623	3,485,113	23%	12,950,000	12,972,936	1,041,313	8%
May-18	20,900,500	24,902	84,453	25,094	20,984,761	17,922,266	3,062,495	15%	18,420,000	18,504,261	581,995	3%
Jun-18	27,740,400	78,754	93,806	77,828	27,835,132	23,880,556	3,954,576	14%	24,990,000	25,084,732	1,204,176	5%
Jul-18	38,245,600	25,032	93,986	26,030	38,338,588	34,336,292	4,002,296	10%	32,210,000	32,302,988	-2,033,304	-6%
Aug-18	34,068,100	49,512	89,103	24,556	34,182,159	30,088,815	4,093,344	12%	29,660,000	29,774,059	-314,756	-1%
Sep-18	28,786,700	33,852	74,732	33,642	28,861,642	23,975,579	4,886,063	17%	26,550,000	26,624,942	2,649,363	10%
Oct-18	21,820,800	26,284	81,601	24,832	21,903,853	16,998,183	4,905,670	22%	16,900,000	16,983,053	-15,130	0%
Nov-18	21,722,400	28,628	25,241	29,924	21,746,345	17,482,515	4,263,830	20%	19,360,000	19,383,945	1,901,430	10%
Dec-19	26,345,400	0	19,272	25,398	26,339,274	21,659,095	4,680,179	18%	23,890,000	23,883,874	2,224,779	9%
TOTAL	284,625,000	392,298	696,739	392,574	258,982,189	237,586,188	47,735,275	18%	247,330,000	248,026,463	10,440,275	4%

2019												
Jan-19	20,548,500	25,114	30,949	30,760	20,573,803	15,871,229	4,702,574	23%	18,290,000	18,315,303	2,444,074	13%
Feb-19	15,665,000	920,264	16,726	2	16,601,988	12,363,517	4,238,471	26%	13,820,000	14,756,988	2,393,471	16%
Mar-19	16,986,900	3,830	29,150	50,399	16,969,481	12,127,209	4,842,272	29%	14,450,000	14,432,581	2,305,372	16%
Apr-19	17,662,400	0	21,655	144,167	17,539,888	12,339,935	5,199,953	30%	15,530,000	15,407,488	3,067,553	20%
May-19	20,251,300	9,930	34,003	386,130	19,909,103	15,262,973	4,646,130	23%	18,230,000	17,887,803	2,624,830	15%
Jun-19	25,662,000	0	71,536	340,272	25,393,264	21,503,889	3,889,375	15%	23,230,000	22,961,264	1,457,375	6%
Jul-19	35,367,500	32,600	79,122	22,696	35,456,526	30,778,874	4,677,652	13%	31,280,000	31,369,026	590,152	2%
Aug-19	31,849,800	50,348	105,444	38,206	31,967,386	27,452,727	4,514,659	14%	28,160,000	28,277,586	824,859	3%
Sep-19	27,609,100	241,492	101,682	87,632	27,864,642	23,142,630	4,722,012	17%	23,910,000	24,165,542	1,022,912	4%
Oct-19	17,746,600	0	35,567	81,174	17,700,993	13,885,181	3,815,812	22%	15,310,000	15,264,393	1,379,212	9%
Nov-19	15,335,300	7,802	24,929	0	15,368,031	11,067,300	4,300,731	28%	13,890,000	13,922,731	2,855,431	21%
Dec-19	23,962,700	50,960	17,891	162,340	23,869,211	19,077,307	4,791,904	20%	20,776,000	20,682,511	1,605,204	8%
Jan-20	19,683,800	26,434	22,214	24,176	19,708,272	16,680,114	3,028,158	15%	17,040,000	17,064,472	384,358	2%

NOTE: JANUARY 2020 FINISHED WATER AND RAW WATER NUMBERS DON'T CORRELATE WITH THE ACTUAL BILLING PERIOD OF 12/31/19-2/3/20