



## Memorandum

**DATE:** January 14, 2020

**TO:** Ronald Wastewater District (RWD) Board of Commissioners

**FROM:** Jesse Peterson, Wastewater Manager

**RE:** Maintenance Report – December 2019

**CC:** Lance Newkirk, Utility and Operations Manager

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### Summary

This report provides a recap of the maintenance, operations and permitting activities for December 2019.

### Maintenance and Operations

Task	Unit of Measure	Monthly Target	Annual Target	Month (DEC)	YTD
CCTV Inspections	Linear feet	7,000	84,000	14,894	139,305
Pipeline Cleaning	Linear feet	23,000	276,000	48,492	336,920
FOG Inspection	Each	31	372	30	441
Generator Operations	Each	8	96	8	96
Grinder Pump Inspection	Each	Triannual	63	0	63
Wet Well	Each	Triannual	45	0	45
Lift Station Inspection	Each	65	780	65	780
Manholes Inspection	Each	200	2,400	105	1,003
Permits Issued	Each	15	180	24	383
Utility Locates	Each	175	2,100	259	4,189

Additional detail describing the maintenance and operational activities is provided below.

#### CCTV Inspection

- 14,894 linear feet in grid areas F5 and F4

Pipeline Cleaning

- Main –48,492 linear feet in grid areas I1, J6, J3, J2 and J1 was started

FOG

- 30 inspections were completed - see Attachment A (FOG report) for additional detail

Generators

- 8 stationary generators exercised under load

Grinder Pump/Wet Well

- No reportable work activity this period

Manholes

- 105 manholes inspected in grid areas A6, A5 and B6 was started

Lift Stations and Grinder Pumps

- Lift Station #4 high level float replaced and wiring repaired

Permits Issued

**Planning and Permitting**

<i>Type</i>	<i>Single Family</i>	<i>Commercial</i>	<i>Month (DEC)</i>	<i>YTD</i>
New Connection	6		6	91
Repair	15		15	180
Cap Off	1		1	99
Coring	1		1	4
Discharge		1	1	6
Dry Line				1
Developer Extension				2
Total:			24	383

Final Inspections	25	3	28	298
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Utility locates

- 259 locates accomplished this month

## Other

### Administration

- Prepared a December Pump Run Time and Flow Report – see Attachment B

### Facilities/Fleet/Equipment

- No reportable work activity this period

### Emergencies/Call-outs

- 2 standby staff call-outs – see Attachment C
- 1 after hours emergency locate was completed for North City Water

### Customer Service

- No reportable work activity this period

### Personnel

- Staff attended the E-One pump repair training and/or CESCL training

## Maintenance and Operations

<i>Category</i>	<i>Month (DEC)</i>	<i>YTD</i>
Administrative	113.5	990.25
CCTV Inspection	190	1787
Facility/Equipment/Fleet Mgt.	12.5	833.5
Fats, Oil and Grease (FOG)	23.5	335.5
Manholes	77	760.5
Pipeline (Main)	181	1815.25
Pipeline (Side Sewer)	17	225
LS/Grinder Pumps	45	1551.75
Utility Locates	148.5	1701.5
Standby	779.5	9705
Callback	6	84
Overtime	1.5	75.75
Holiday\ Vacation\ Sick\Bereavement\ Personal\Other	200	2024
Total Hours:	1,795	21,889

## PLANNING AND PERMITTING

<i>Category</i>	<i>Month (DEC)</i>	<i>YTD</i>
Pre-application	4	93
Wastewater Development Review	41	645
Field Checks	11	175
Developer Extensions	12.75	302.25
GIS/Mapping	20	363.5
Customer Service	30	553
Administration	34	487
Inspections	83	766
Overtime	0	7
Holiday\ Vacation\ Sick\Bereavement\ Personal\Other	100.25	641.25
Total Hours:	336	4,033

### Look Ahead

- Continue to refine monthly Maintenance Report

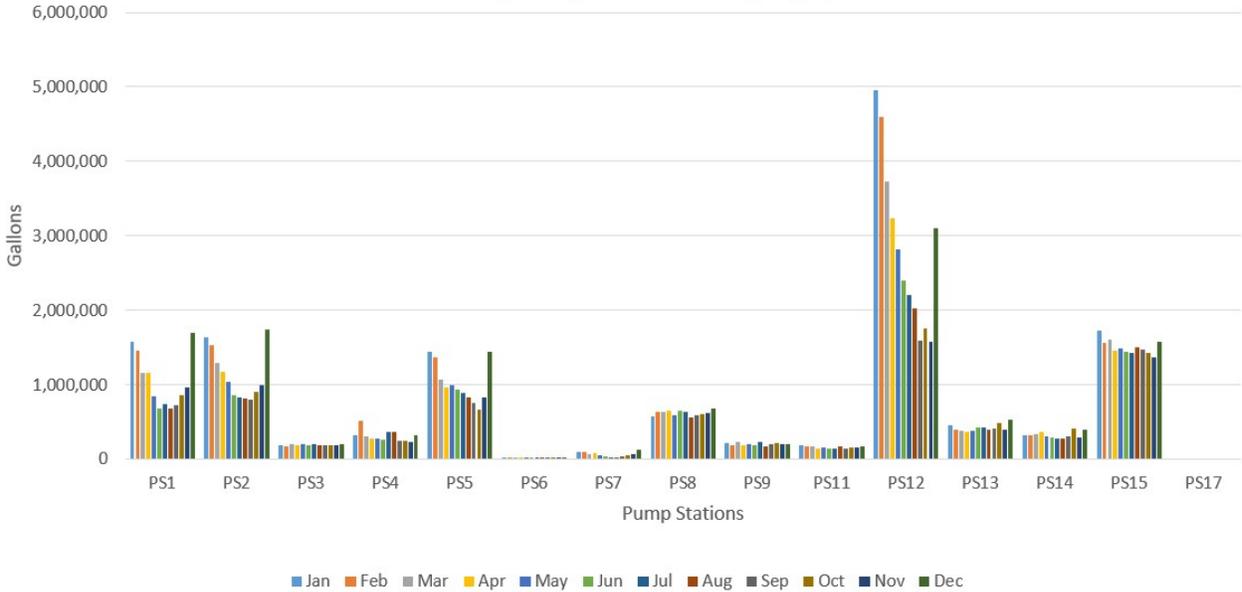
# ATTACHMENT A

## City of Shoreline Fog Program Report Dec-19

Day	Inspections	New Account	Notice of Defect (Install Req'd)	1st Violation	2nd Violation (\$250.00)	3rd Violation (\$500.00)	In Compliance
1							
2							
3							
4							
5	6		1	2			3
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16	8			2			6
17							
18							
19							
20							
21							
22							
23	9						9
24	5						5
25							
26							
27							
28							
29							
30							
31	2						2
<b>TOTAL</b>	<b>30</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>25</b>

# ATTACHMENT B

## Monthly Pump Station Flow (Single)



## 2019 Monthly Pump Station Flow and Rainfall Data



## ATTACHMENT C

	<h3 style="margin: 0;">WORK ORDER</h3>	City of Shoreline, WA 17500 Midvale Ave N Shoreline, WA 98133
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**General:**

- WO No: <b>33641</b>	-WO CATEGORY: PREVENTIVE	-WO PRIORITY: High	-SR No.:	-SR DESCRIPTION:
-SUBMITTED TO: UNGER, AL			-STATUS: CLOSED	
-WO DESCRIPTION: CLEAN - DEBRIS				

**Location:**

-GENERAL LOCATION: I6004
-ADDRESS: 19930 Forest Park Drive

**Information and Status:**

-WO REQUESTED BY: UNGER, AL	-SUPERVISOR: PETERSON, JESSE
-PROJECTED START DATE: 12/15/2019 4:00:00 PM	-PROJECTED FINISH DATE: 12/17/2019 5:00:47 PM
-ACTUAL START DATE:	-ACTUAL FINISH DATE: 12/15/2019 5:00:00 PM
-WO INSTRUCTIONS: Investigate for mainline blockage	

	<h3 style="margin: 0;">WORK ORDER</h3>	City of Shoreline, WA 17500 Midvale Ave N Shoreline, WA 98133
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**General:**

- WO No: <b>33897</b>	-WO CATEGORY: PREVENTIVE	-WO PRIORITY: Medium	-SR No.:	-SR DESCRIPTION:
-SUBMITTED TO: JOHNSTON, JAMES			-STATUS: CLOSED	
-WO DESCRIPTION: FIELD CHECK				

**Location:**

-GENERAL LOCATION:
-ADDRESS: 157 NE 156th

**Information and Status:**

-WO REQUESTED BY:	-SUPERVISOR: PETERSON, JESSE
-PROJECTED START DATE: 12/24/2019 5:00:00 PM	-PROJECTED FINISH DATE: 12/24/2019 6:00:00 PM
-ACTUAL START DATE: 12/24/2019 5:00:00 PM	-ACTUAL FINISH DATE: 12/24/2019 6:00:00 PM
-WO INSTRUCTIONS: After hours field check of mainline/side sewer, caller stated side sewer issues, staff investigated/all clear (206) 412-2260	
-WO COMMENTS:	

**Completion:**

-WO CLOSED BY: PETERSON, JESSE	-WORK COMPLETED BY: JOHNSTON, JAMES
-DATE WO CLOSED: 1/2/2020 9:51:58 AM	