



Agenda Date: 6/6/2018
Agenda Placement: 7C

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

FROM: Timothy Healy - General Manager
NS-Administration

REPORT BY: Jeff Tucker, Director of Administrative Services/CFO - 707-258-6000

SUBJECT: Authorize Travel to New Orleans for the Water Environment Federation Annual Technical Exhibition and Conference

RECOMMENDATION

Authorize out-of-state travel to New Orleans, Louisiana for General Manager Tim Healy, Director of Operations Jim Keller, Plant Maintenance Supervisor Mark Egan, Technical Services Director/District Engineer Andrew Damron, Senior Civil Engineer/Capital Program Manager Matt Lemmon, and Director of Administrative Services Jeff Tucker for the purpose of attending the 91th Annual Water Environment Federation Technical Exhibition and Conference (WEFTEC) from September 29 to October 3, 2018.

EXECUTIVE SUMMARY

The 91st Annual WEFTEC will be held in New Orleans, Louisiana from September 29-October 3, 2018. This is the largest and most comprehensive water quality exhibition in North America. The conference includes over 100 technical sessions, full day workshops and over 1,000 exhibiting companies available to answer questions and demonstrate cutting edge technology for our industry.

Over the next year, staff will be managing the Browns Valley Trunk project, designing the West Napa Pump Station improvements and sewer rehabilitation projects, planning plant improvements, and implementing the asset management program. This conference provides an excellent opportunity to meet with experts, review new construction techniques, hear technical presentations about successful projects, and to learn why some projects were not successful. Staff will have the opportunity to meet vendors and operators that know NapaSan's processes well and can provide insights on how to optimize performance of the new and existing equipment.

Staff has incorporated knowledge learned at previous conferences into its work. Examples include evaluation of inflow/infiltration flow monitoring results and the success of pipe rehabilitation projects, the Performance Measurement Report, stabilizing treatment process by converting our aeration basins to step-feed operation,

finding the best equipment options for the recently completed plant projects, and planning the asset management program.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Travel and conference dues are included in the FY 18/19 Budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Attendance at the conference will increase knowledge of technologies and techniques available to NapaSan, as well as provide information on current trends in the industry. Key NapaSan personnel charged with implementing the Master Plans, long range strategic planning and operating NapaSan facilities will gain valuable knowledge of current and anticipated regulations, management approaches, operating methods, construction techniques, and products to perform necessary job functions efficiently.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	Staff will rely on existing knowledge or seek other sources for important information related to upcoming projects and regulations.
Additional Information:	

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

None

Napa Sanitation District: Approve

Reviewed By: Timothy Healy