



Napa Sanitation District

General Manager's Report

for

July 2021

Contents:

- a. Transmittal Memo
- b. Budget Status and Cash Summary
- c. Key Information Graphs – Fund Balances, Treatment Plant and Collection
- d. Fund Balances
- e. Development Processing
- f. Construction Inspection
- g. Pollution Prevention
- h. Recycled Water Deliveries
- i. Biosolids Handling
- j. Collection System Maintenance
- k. Treatment Plant Operations
- l. Treatment Plant Maintenance & Laboratory
- m. Capital Project Expenditure Summary



DATE: September 1, 2021
FROM: Timothy B. Healy, General Manager
SUBJECT: General Manager’s Report for July 2021

REGULATORY COMPLIANCE:

Collection System Compliance:	0 Category 1 SSO’s, 0 Category 2 SSO’s, and 0 Category 3 SSO’s
NPDES Permit (WWTP) Compliance:	Full compliance with all regulations
Air Quality Compliance:	Full compliance with all regulations
Recycled Water Compliance:	Full compliance with all regulations
Biosolids Compliance:	Full compliance with all regulations
Significant Comments:	None

FISCAL STATUS:

Period Covered:	July 1, 2021 – July 31, 2021
Percent Fiscal Year:	8.3%
Operating Expenditures to date:	N/A
Historical Expenditures to date:	18.3%
Significant Comments:	Napa County has implemented a new financial system beginning with the new fiscal year 2021/2022. Data from the previous financial system is still beginning migrated to the new system. Reporting functions are also still being evaluated and finalized. Therefore, July’s fiscal status is unavailable at this time. Staff anticipates the fiscal status will be available by the next General Manager’s Report for August.

PERSONNEL:

Significant events for the month of July 2021 in the Human Resources Department:

New Hires:	None
Separations:	None
Promotions:	None
Recruitment Activities:	Recruitment continued for Plant Attendant vacancy; recruitment started for Administrative Assistant due to upcoming retirement; recruitment began for Safety, Training & Fleet Maintenance Officer due to resignation.
Injuries:	None

General Manager's Report

September 1, 2021

Page 2

COLLECTIONS:

Significant events for the month of July 2021 in Collection System Maintenance include:

- The District had 0 Category 1 Sanitary Sewer Overflows (SSO's), 0 Category 2 SSO's and 0 Category 3 SSO's during the month. (A Category 1 is defined as an SSO that reached a drainage channel and/or surface water or; an SSO that reached a storm drainpipe that was not fully recovered and returned to the sanitary sewer system. A Category 2 is defined as an SSO that is equal to or greater than 1,000 gallons that did not reach a surface water. A Category 3 is defined as an SSO that is less than 1,000 gallons that did not reach a surface water. These are usually minor overflows of less than 10 gallons from cleanouts on District laterals that are cleaned by our crews.)
- The repair crew installed 3 cleanouts and repaired 2 laterals. They also lined 1 lateral and made 1 main line repair. Additionally, the service response/programs crew completed 117 work orders in support of the grease and odor control program, responded to 38 customer requests for service (10 were NSD problem) and closed out 373 mark and locate request tickets.
- The preventative maintenance crews ran work orders on 133 laterals, cleaned approximately 54,506.7 feet of main line and CCTV inspected 60 laterals. In addition, the CCTV truck televised 26,847.4 feet of mainline.

TREATMENT PLANT:

Significant events for the month of July 2021 in the Treatment Plant Department:

Plant Operations:

- For July 2021, the plant's influent flow was 173.4 MG as compared to last year flow for July 2020 of 166.7 MG
- There was 0.00" rainfall for June 2021 (Carneros Rainfall Center) as compared to 0.00" rainfall for July 2020.
- Pond 4 end of the month recorded level reading was 34.17".
- By the end of July 2,506 ACFT or 60% of the influent flow was treated and distributed as recycled water.

Power Consumption and Production:

- July 2021 power purchased from PG&E was 467 MWH in comparison to July 2020 purchase of 420 MWH.
- Cogeneration unit ran 737 of 744 hours for the month – 99.06% uptime, averaging 335.68 Kw, producing 247 MWH of energy
- Solar generation in July 2021 was 186 MWH, compared to 196 MWH in June and 210 MWH in July 2020.

Maintenance:

Significant events for the month of July 2021:

General Manager's Report

September 1, 2021

Page 3

Process Maintenance

- Cogeneration unit monthly emission test - in compliance with BAAQMD permit
- Replaced Primary Clarifier #2 Hazardous Gas system sample pump
- Filter air compressors added new gauges and water traps
- Up-graded east and west H-Pad flow meter transmitters/configured and calibrated
- Replaced Volute, Impeller and Back Plate on DAFT Recycle Pump #2

Projects

- Completed transformer testing and installation of remote oil ports
- Gallery fans/fabricated new frames for inlet screens

Standby Power

- Plant generators operational testing only
- Riverpark, Stonecrest and West Napa operational testing only

Influent Pumps

- All pumps operational

General Manager's Report

September 1, 2021

Page 4

Laboratory:

Effluent (EFF-001) Summary

There was no Effluent discharge during the month of July 2021.

Influent (INF-001) Summary

Monthly Influent monitoring of all parameters occurred at the required frequencies. The following were notable sampling events:

- July 6, 2021: Metals, Mercury, Cyanide

RECYCLING:

Significant events in the Recycling Department for July 2021 include:

- Recycled water delivered for the month of July 2021 was (184.000 million gallons), as compared to July 2020 (174.208 million gallons) is higher from the previous year due to vineyard, trucked water Delivered recycled water volume represents the sum of all use site flow meter consumption values.
- Staff continued land application of biosolids at Jameson Reuse Site.
- Staff approved the connection of three new recycled water connections. One each in the MST and LCWD areas and one in the Airport Centre area.

POLLUTION PREVENTION:

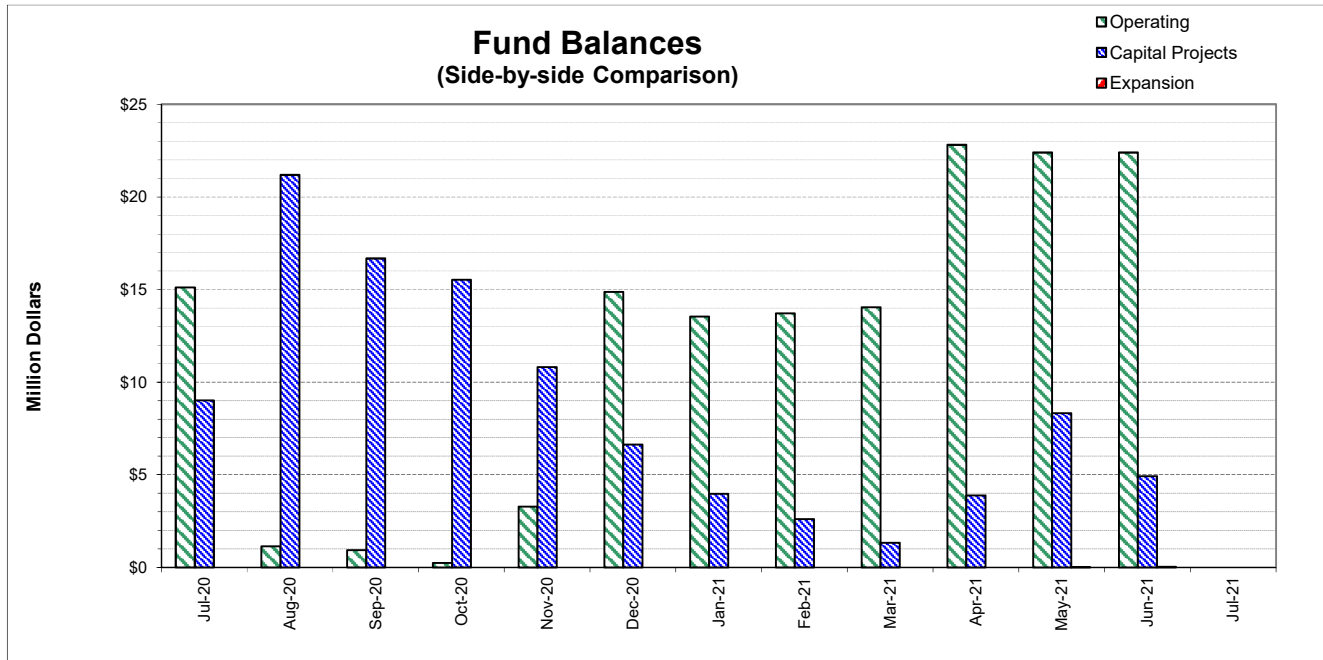
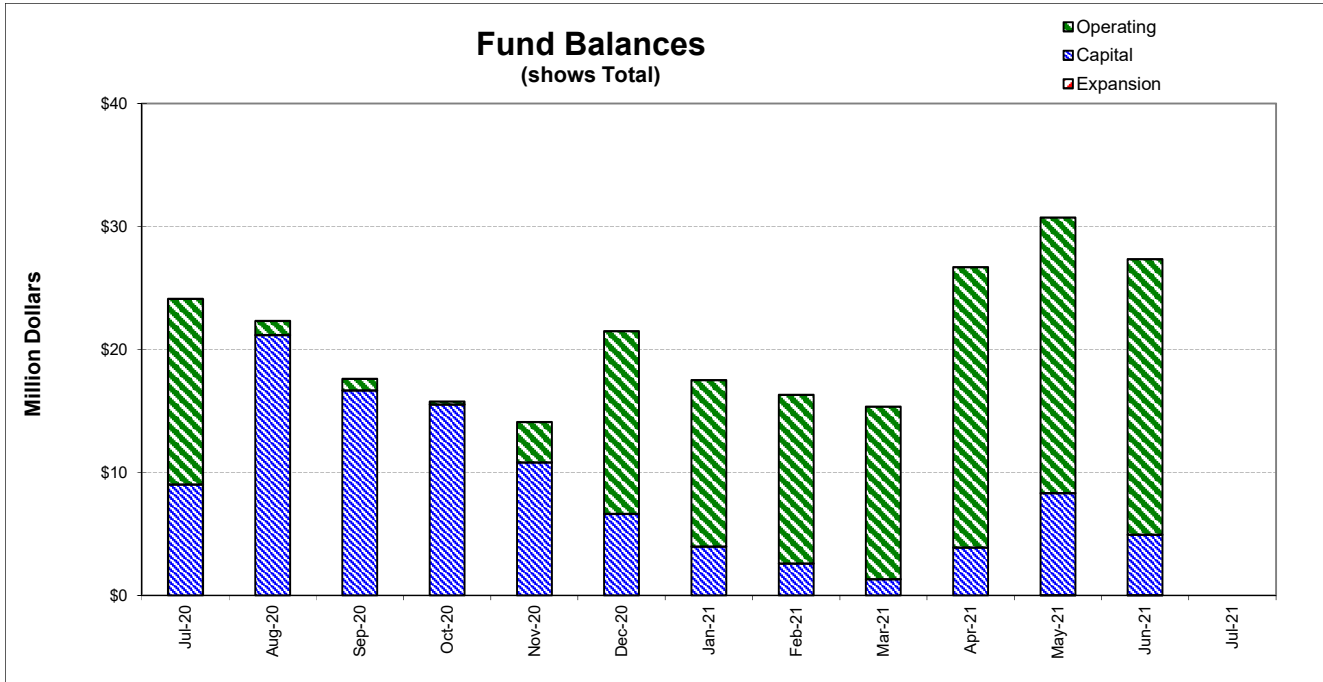
Significant events in the Pollution Prevention and Outreach Division for July 2021 include:

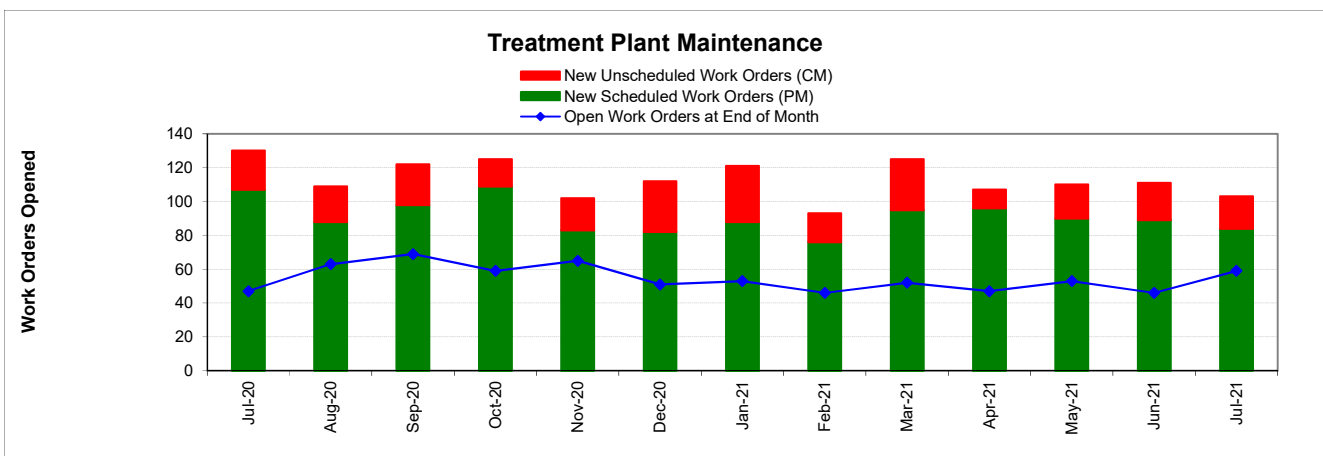
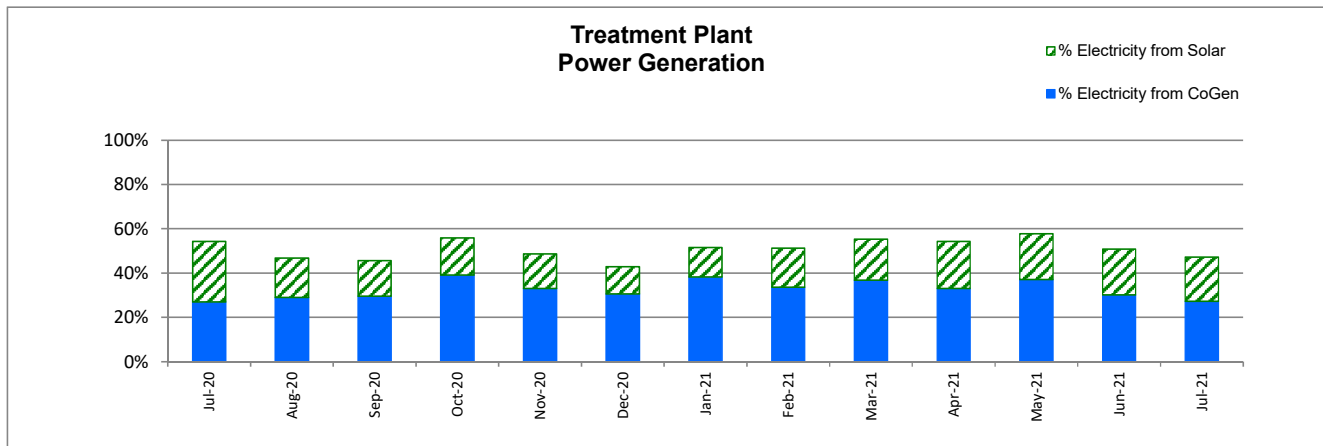
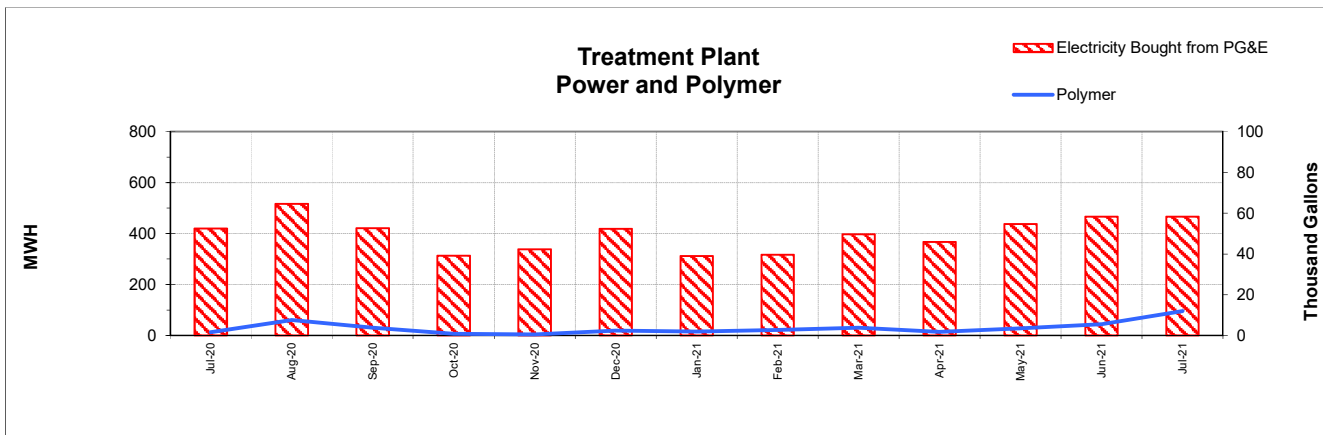
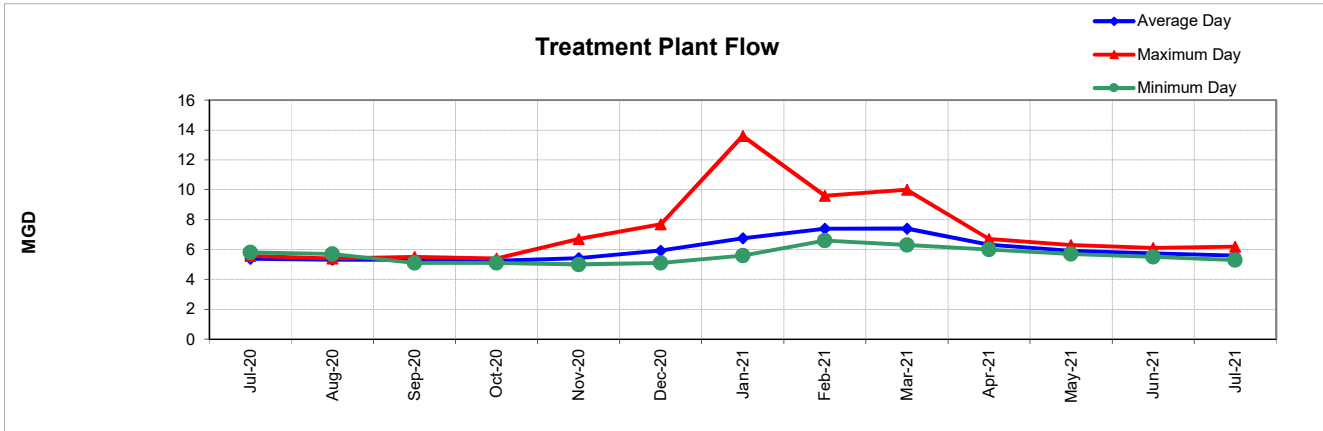
- Staff continued to conduct outreach regarding the Browns Valley Trunk Project. Weekly email and text updates as well as weekly website updates were made to keep residents up to date regarding construction activities.
- Staff continued to conduct outreach for the summer 2021 Collection System Rehabilitation Project.
- Staff had a booth at the Farmers Market on July 6. The focus for the event was proper grease disposal and staff gave many residents grease scrapers and grease buddy containers.
- Staff continued participation in local and regional group meetings such as the Bay Area Pollution Prevention Group, the Environmental Education Coalition of Napa County, and Baywork.
- NapaSan continues to promote the safe medication disposal program. The total amount of unneeded medications collected since the drug takeback program began in September 2010 is 25,784.2 pounds.

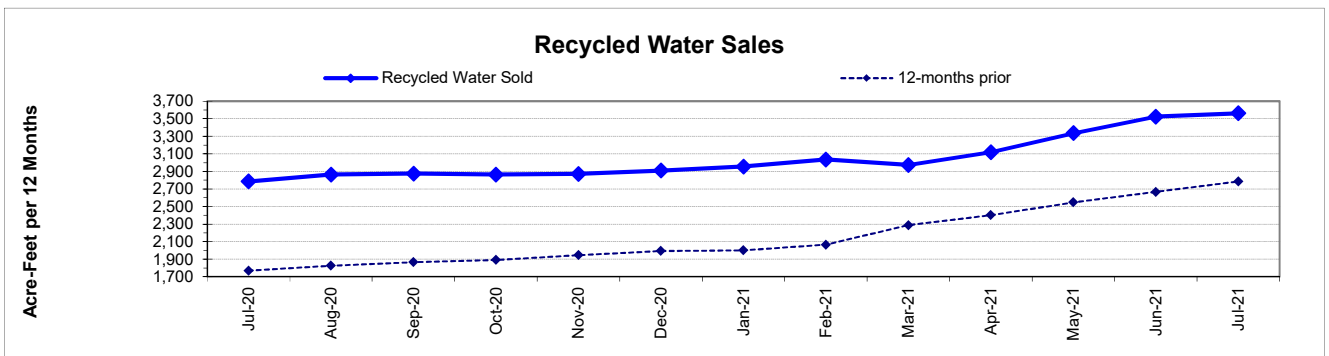
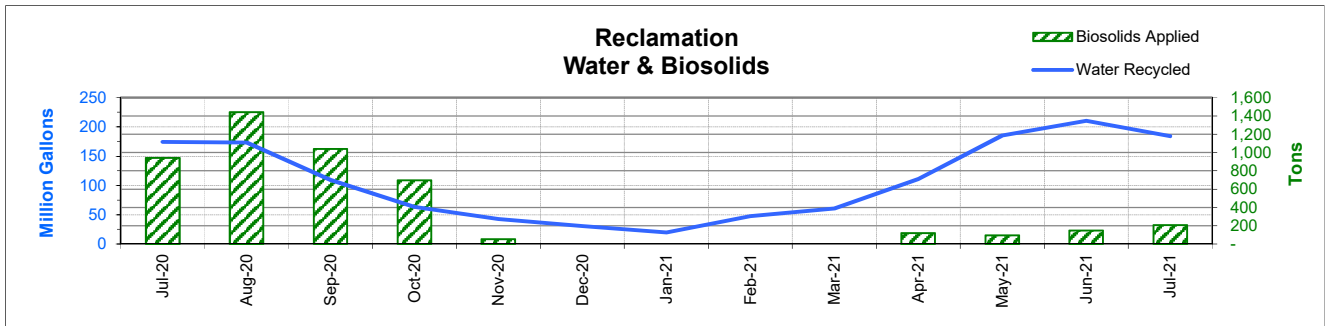
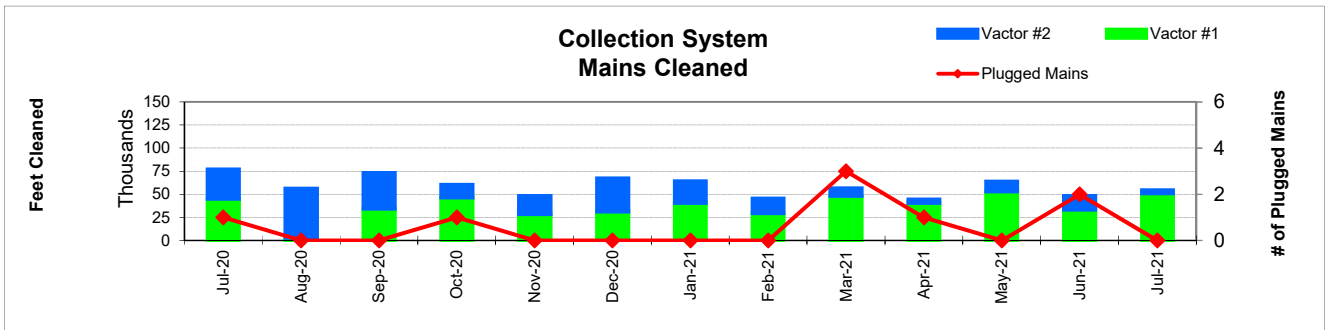
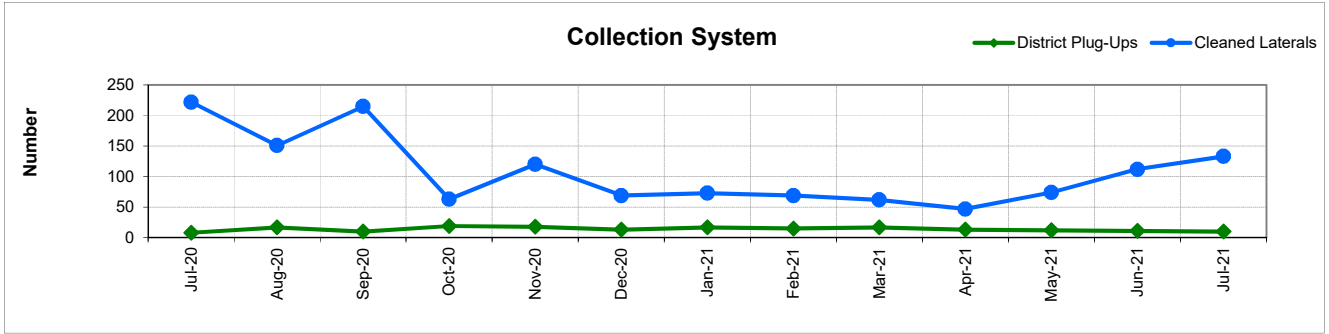
ENGINEERING / CAPITAL PROJECTS / DEVELOPMENT:

Significant events occurring in the Engineering Division for July 2021 include:

- Consultants and staff continued work on the CMMS implementation.
- Contractor continued construction of the Browns Valley Trunk Project.
- Contractor continued construction of the West Napa Pump Station Project.
- Contractor continued construction of the 2020 Collection System Rehabilitation Project.
- Contractor continued construction of the 2021 Collection System Rehabilitation Project.
- Contractor continued construction of the 66-inch Trunk Sewer Rehabilitation Project.
- Contractor continued construction of the Pond Levee Maintenance Project.
- Contractor continued construction of the 2021 Treatment Plant Improvements Project.
- Consultant continued working on the Wastewater Treatment Plant Master Plan.
- Staff reviewed 37 sets of development plans and deemed 14 sets of plans complete. The approved plans consisted of 7 residential dwellings, 1 commercial building, 2 residential laterals, and 4 tenant improvements.







FUND BALANCES - MONTHLY

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
<i>(Thousand Dollars)</i>								
7800	15,104	1,143	924	231	3,270	14,872	13,536	13,713
7850	-	-	-	-	-	-	-	-
Subtotal Operating	15,104	1,143	924	231	3,270	14,872	13,536	13,713
Capital Improvement Projects	9,009	21,179	16,674	15,526	10,816	6,622	3,967	2,599
Debt Proceeds	-	-	-	-	-	-	-	-
Subtotal Capital	9,009	21,179	16,674	15,526	10,816	6,622	3,967	2,599
Total Discretionary Funds	24,113	22,322	17,598	15,757	14,086	21,494	17,503	16,312
Expansion Fund (Restricted)	-	-	-	-	-	-	-	-
Total Restricted Funds	-	-	-	-	-	-	-	-
TOTAL ALL FUNDS	24,113	22,322	17,598	15,757	14,086	21,494	17,503	16,312

DEVELOPMENT WORKLOAD - MONTHLY

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
<u>Phone Requests</u>													
Maps/Drawings	1	4	2	2	2	1	1	1	3	4	4	1	2
Lateral Permits	-	-	-	-	-	-	-	-	0	-	-	-	-
Policy Questions	3	1	3	1	1	0	2	2	1	-	-	2	1
Development Questions	31	48	45	30	38	42	26	36	37	64	65	75	81
Miscellaneous	6	13	14	11	8	6	4	8	3	10	13	14	5
TOTAL	41	66	64	44	49	49	33	47	44	78	82	92	89
<u>Counter Requests</u>													
Maps/Drawings	-	-	-	-	-	-	-	-	-	-	-	-	1
Lateral Permits	15	8	7	13	13	7	10	6	10	5	6	7	6
Policy Questions	-	-	-	-	-	-	-	-	-	-	-	-	-
Development Questions	2	-	-	-	3	-	-	-	-	2	1	1	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	17	8	7	13	16	7	10	6	10	7	7	8	7
<u>Initial Request (Referrals)</u>	6	17	10	8	15	9	14	9	13	13	26	18	19
<u>Connection Permits Issued</u>													
Residential Permits	6	6	10	2	6	11	4	5	1	7	8	10	9
Commercial Permits	6	1	1	1	5	6	1	3	4	7	3	5	5
Industrial Permits	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL PERMITS	12	7	11	3	11	17	5	8	5	14	11	15	14
Residential Units	6	5	10	13	13	15	38	3	1	8	3	7	25
Commercial Units	6	1	1	1	-	4	3	2	2	2	2	1	9
TOTAL UNITS	12	6	11	14	13	19	41	5	3	10	5	8	34
<u>Annexations</u>													
Submitted	2	-	-	-	1	-	1	1	-	1	2	-	-
Acreage	18.2	-	-	-	36.06	-	8.50	293	-	24.00	4.6	-	-
<u>Plans Reviewed</u>													
<u>Subdivisions/Sites</u>													
First Submittal	12	9	8	5	8	8	1	6	5	13	8	11	10
Second Submittal	11	4	10	1	8	9	1	1	1	6	6	7	7
Third Submittal	4	6	8	7	5	8	4	3	1	2	6	5	7
<u>Building/Tenant Improvements</u>													
First Submittal	5	9	2	4	7	6	6	1	5	10	4	5	4
Second Submittal	4	5	4	3	1	4	2	6	1	5	1	3	3
Third Submittal	1	5	3	3	4	-	-	6	2	2	2	3	6
<u>Miscellaneous Plan Reviews</u>													
TOTAL PLANS REVIEWED	37	38	35	23	33	35	14	23	15	38	27	34	37

INSPECTION WORKLOAD - MONTHLY

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
<u>CONSTRUCTION</u>													
Locating Sewers	-	-	-	-	-	-	-	-	-	-	-	-	-
Permit Processing	-	-	-	-	-	-	-	-	-	-	-	-	-
Preconstruction Meetings	1	2	2	-	-	-	-	-	1	2	1	3	-
Inspections - Mains	2	-	-	7	3	3	2	-	-	-	21	10	5
Inspections - Manholes	6	6	6	5	6	3	4	-	-	11	8	3	5
Inspections - Laterals	12	12	8	12	8	9	7	5	12	35	31	18	9
Inspections - Cleanouts	3	5	11	9	13	10	10	7	9	21	10	1	1
Inspections - Review Video	2	3	2	4	-	-	-	3	-	-	-	3	-
Demo - Septic Tanks	-	-	-	-	-	-	-	-	-	-	1	-	-
Demo - Buildings	-	1	-	-	-	1	-	-	-	-	-	-	-
Update Record Drawings	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	26	29	29	37	30	26	23	15	22	69	72	38	20
<u>MISCELLANEOUS</u>													
Meter Readings	-	-	-	-	-	-	4	-	4	-	-	-	-
Washdown Facility Inspections	-	-	-	-	-	-	-	-	-	-	-	1	-
General Customer Assistance	26	46	35	27	35	34	33	12	-	-	2	-	38
City of Napa Water Discharge	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	26	46	35	27	35	34	37	12	4	-	2	1	38
<u>SPECIAL PROJECTS</u>	23	21	21	22	21	20	20	14	50	37	22	24	12

RECYCLED WATER DELIVERIES - MONTHLY

	Acres	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
MONTHLY (MG)														
Water Sold														
Golf Courses	638.0	74.385	62.144	45.656	25.052	21.811	8.095	1.109	4.210	17.697	42.657	72.839	67.733	73.695
Cemeteries	57.1	5.192	5.091	4.257	4.064	2.374	1.421	0.489	0.548	0.864	4.079	4.307	4.895	5.192
Parks	18.5	1.670	1.142	0.691	0.638	0.274	0.046	-	0.007	-	0.682	1.486	1.230	0.760
Schools	12.6	2.926	2.583	1.995	1.372	0.827	0.071	0.006	-	0.097	1.544	2.390	2.428	1.969
Commerical	166.5	20.068	18.844	14.144	13.084	8.985	3.651	1.948	1.108	4.228	10.589	16.724	17.867	16.880
Vineyards	3,442.0	51.661	68.013	36.009	16.738	7.086	15.696	16.117	41.694	36.227	41.332	63.950	85.981	64.890
Trucked Water	175.0	1.988	3.988	2.748	2.104	1.251	1.681	0.134	0.238	1.460	3.543	4.223	8.283	6.619
Subtotal Sales	4,509.6	157.889	161.805	105.500	63.053	42.607	30.663	19.803	47.806	60.575	104.425	165.919	188.417	170.005
District Use														
Jameson	330.0	1.479	1.146	1.271	-	-	-	-	-	-	-	-	-	-
Somky	213.0	14.836	10.491	2.855	0.547	0.254	0.133	0.001	-	0.013	6.477	19.621	21.914	13.995
Fagundes/Airport	50.5	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal District	593.5	16.315	11.638	4.126	0.547	0.254	0.133	0.001	-	0.013	6.477	19.621	21.914	13.995
TOTAL DELIVERED	5,103.1	174.204	173.443	109.626	63.600	42.861	30.796	19.803	47.806	60.588	110.902	185.540	210.331	184.000
ANNUAL (AF)														
Water Sold														
Golf Courses	638.0	1,297	1,288	1,275	1,254	1,271	1,296	1,299	1,274	1,266	1,321	1,384	1,361	1,359
Cemeteries	57.1	120	118	117	117	115	118	119	119	112	114	116	115	115
Parks	18.5	19	18	17	17	18	18	18	18	18	20	24	24	21
Schools	12.6	45	47	48	49	49	49	49	48	46	49	50	50	47
Commerical	166.5	412	415	410	408	400	404	407	401	383	387	397	403	393
Vineyards	3,442.0	842	919	945	954	954	955	995	1,106	1,075	1,148	1,285	1,475	1,515
Trucked Water	175.0	50	58	62	64	65	69	68	69	72	79	81	97	111
Subtotal Sales	4,509.6	2,785	2,864	2,874	2,864	2,872	2,909	2,955	3,035	2,973	3,119	3,336	3,524	3,562
District Use														
Jameson	330.0	6	8	12	12	12	12	12	12	12	12	12	12	7
Somky	213.0	279	232	178	160	147	147	147	147	147	167	211	237	234
Fagundes/Airport	50.5	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal District	593.5	285	240	190	172	159	160	159	159	159	179	222	249	242
TOTAL DELIVERED	5,103.1	3,070	3,104	3,064	3,036	3,031	3,068	3,115	3,194	3,133	3,298	3,558	3,773	3,803

BIOSOLIDS HANDLING - MONTHLY

Site	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
<u>Land Applied by NSD</u>													
Somky										119			
Fagundes				22	53								
Jameson Canyon	49	165	201	85							96	148	205
Subtotal by NSD	49	165	201	107	53	-	-	-	-	119	96	148	205
<u>Land Applied by Contractor</u>													
Somky	893	1,277	838	590									
Fagundes													
Jameson Canyon													
Subtotal by Contractor	893	1,277	838	590	-	-	-	-	-	-	-	-	-
Total Land Applied	942	1,442	1,039	697	53	-	-	-	-	119	96	148	205
Off Site (Contractor)													
Total (tons)	942	1,442	1,039	697	53	-	-	-	-	119	96	148	205

COLLECTION SYSTEM MAINTENANCE - MONTHLY

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
Plugups													
Total Calls	23	47	29	62	56	59	48	41	54	59	40	33	38
Business Hours	17	28	19	43	37	39	37	29	39	37	26	25	24
After Hours	6	19	10	19	19	20	11	12	15	22	14	8	14
District's	8	17	10	19	18	13	17	15	17	13	12	11	10
Property Owner's	15	30	19	42	38	46	31	26	34	45	28	20	28
Plugged Main Lines	1	-	-	1	-	-	-	-	3	1	-	2	-
Run Lateral w/Eel	222	151	215	63	120	69	73	69	62	47	74	112	133
Cleaning (feet of sewer)													
Vactor #1	45,066	2,936	34,338	46,255	28,507	31,186	40,675	29,419	48,016	40,653	53,152	33,236	50,928
Vactor #2	31,916	53,184	38,654	14,202	19,789	35,938	23,525	15,887	8,590	3,679	10,568	14,921	3,579
Hydro	-	-	-	-	-	1,968	-	-	166	-	-	-	-
Rodder	-	694	-	-	-	-	1,433	-	-	-	-	-	-
Total (feet)	76,982	56,814	72,992	60,457	48,296	69,092	65,633	45,306	56,772	44,331	63,720	48,156	54,507
Cleaning Days													
Total	28	21	21	22	20	23	27	19	23	19	19	21	19
Vactor #1	17	3	10	16	12	12	16	13	19	17	16	16	16
Vactor #2	11	17	11	6	8	10	8	6	3	2	3	5	3
Hydro	-	-	-	-	-	1	-	-	1	-	-	-	-
Rodder	-	1	-	-	-	-	3	-	-	-	-	-	-
Feet/day													
Total	2,750	2,700	3,500	2,750	2,400	3,000	2,450	2,400	2,450	2,350	3,350	2,300	2,850
Vactor #1	2,650	1,000	3,450	2,900	2,400	2,600	2,550	2,250	2,550	2,400	3,300	2,100	3,200
Vactor #2	2,900	3,150	3,500	2,350	2,450	3,600	2,950	2,650	2,850	1,850	3,500	3,000	1,200
Hydro	-	-	-	-	-	1,950	-	-	150	-	-	-	-
Rodder	-	700	-	-	-	-	500	-	-	-	-	-	-
Video Inspections													
Mains (feet)	24,214	22,515	19,796	26,009	28,717	18,657	28,757	22,463	36,064	26,380	12,761	26,640	26,847
Laterals (each)	270	210	259	184	204	227	219	233	228	237	290	244	231
Construction (each)													
Cleanouts	9	15	21	8	12	7	11	7	8	13	5	3	3
Laterals	6	25	23	20	9	6	6	6	7	6	3	3	3
Mains	-	-	1	4	3	1	-	1	-	-	1	-	1
Manholes	1	-	-	3	-	-	-	1	1	-	-	-	-
Other	-	-	5	25	-	-	-	-	-	-	-	-	-
USA Markings													
Regular (w/in 2 days)	278	297	281	278	246	185	204	252	741	1,019	278	287	366
Emergency (w/in 2 hours)	10	18	12	13	13	15	10	13	19	22	17	14	7

WASTEWATER PLANT MAINTENANCE and LABORATORY DATA - MONTHLY

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
<u>Scheduled</u>													
Old	25	26	40	39	24	31	20	25	26	26	26	31	22
New	107	88	98	109	83	82	88	76	95	96	90	89	84
Completed	106	74	99	124	76	93	83	75	95	96	85	98	71
New Balance	26	40	39	24	31	20	25	26	26	26	31	22	35
<u>Unscheduled</u>													
Old	21	21	23	30	35	34	31	28	20	26	21	22	24
New	23	21	24	16	19	30	33	17	30	11	20	22	19
Completed	23	19	17	11	20	33	36	25	24	16	19	20	19
New Balance	21	23	30	35	34	31	28	20	26	21	22	24	24
<u>Total Work Orders</u>													
Old	46	47	63	69	59	65	51	53	46	52	47	53	103
New	130	109	122	125	102	112	121	93	125	107	110	111	90
Completed	130	93	116	133	96	126	119	100	119	112	104	118	59
New Balance	47	63	69	59	65	51	53	46	52	47	53	46	59
<u>LAB ANALYSES</u>													
<u>Sample Type</u>													
Regulatory	220	189	141	191	221	328	209	204	219	242	142	159	140
Process Control	776	772	700	906	960	1,644	986	918	968	1,010	783	871	829
Special Request	38	51	31	10	301	42	9	-	-	-	-	10	-
Quality Control/Assurance	661	674	577	727	928	1,662	929	878	962	968	674	506	520
TOTAL	1,695	1,686	1,449	1,834	2,410	3,676	2,133	2,000	2,149	2,220	1,599	1,546	1,489