



Information Provided By

O&M Manager: Luis Melchor
 Operations Supervisor: Stacy Billings
 Maintenance Supervisor: Andrew Klein
 Administration Services Technician: Rachel Pearlman
 Utility Billing Specialist: Meghan Atkins

**Operations and Maintenance Report
 November 2024**

Operations Department

Wastewater Treatment Division

Influent Totals	
Total	2.51
Average	0.09
High	0.14
Low	0.05

Effluent Totals	
Total	2.51
Average	0.09
High	0.15
Low	0.06

Reclamation Totals	
PML	
Spray Fields	
PML Season Total	
Spray Field Season Total	

Wasting Totals	
Total Inches	124
Total Pounds	1532
Active Accounts	1571

STP Rainfall Totals by Year During Current Month (Inches)					
Season	2024	2023	2022	2021	2020
	9.90	8.30	1.78	3.32	0.68
	High 2.04	High 0.69	High 1.38	High 0.57	High 0.70

Charted Historical Monthly Influent Totals

Wastewater Treatment Division

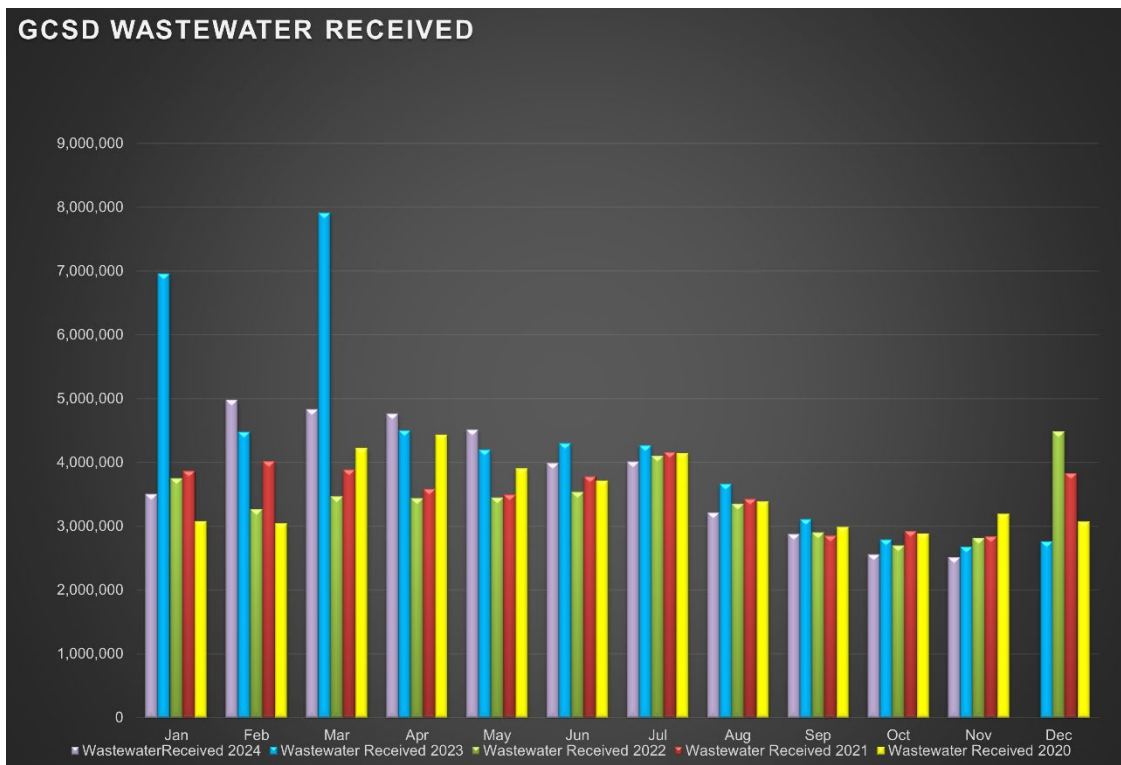
Routine Tasks

- Took weekly Bac-Ts and BOD of the Chlorine Contact Chamber (CCC) and sent into Alpha Lab for testing.
- Completed monthly Wastewater Report and sent to the State Water Resources Control Board
- Completed daily rounds and Lab.

Water Treatment Division

Routine Tasks

- Submitted monthly Water Treatment Report to State Water Resources Control Board
- Submitted monthly Conservation Report to State Water Boards
- Performed weekly checks and calibrations on all analyzers at 2G, BC, and AWS
- Performed monthly UV calibrations at 2G and BC.
- Took weekly Treatment Plant samples and sent them into Alpha Lab
- Monitored/sampled Distribution Tanks as needed.



Maintenance Department

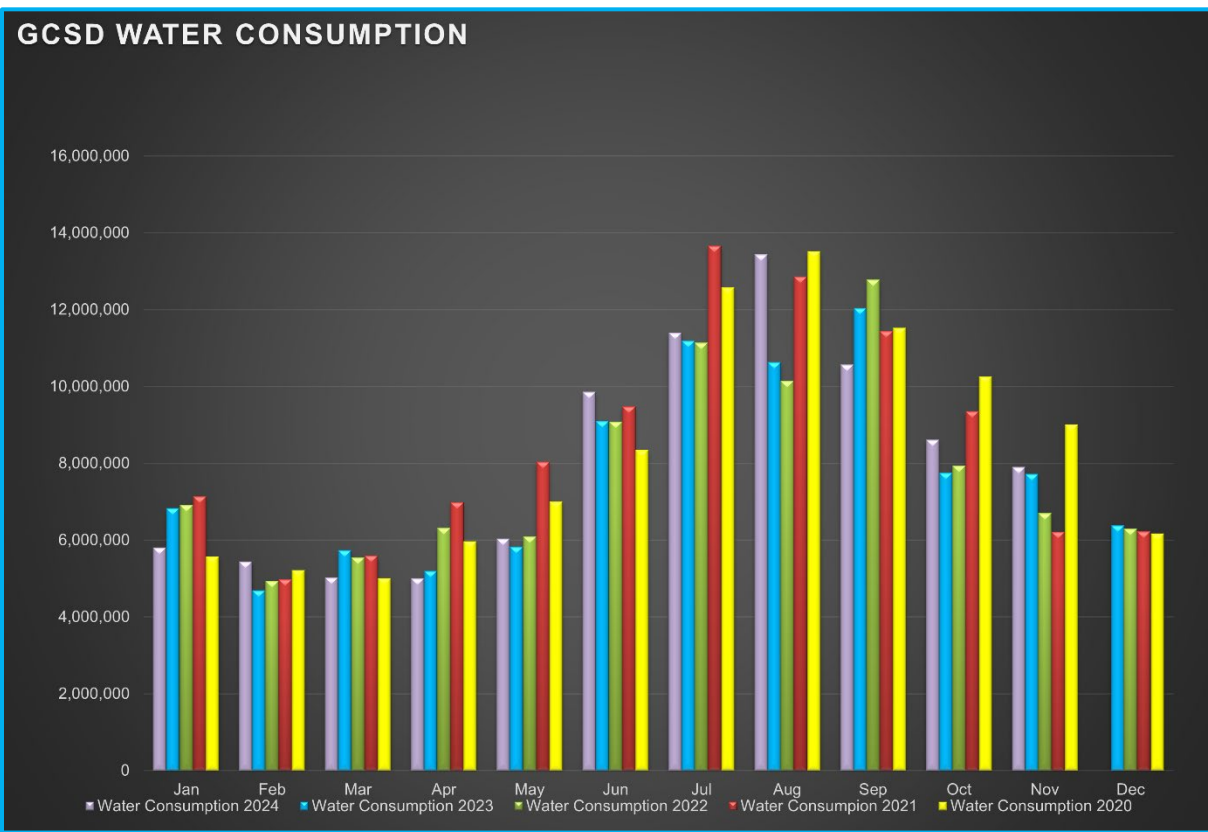
Water Distribution System Division

Meter Related Services	Total
Check / Repair Meters	3
Water Meters Installed	1
Monthly Meter Restrictions	0
Meter Lock offs	4
Meter Changeouts	2
Tenant Final Reads	2
Re-Reads	10
Unusual Consumption	27
Meter Turn-Offs	4
Meter Turn-Ons	5
Meter Tests	0
Winterize Meter	0
Color/Taste/Odor/PSI Complaints	4
Total Meter Related Issues	62

Active Accounts	3273
------------------------	------

Charted Historical Monthly Water Consumption

(Gallons)			
Residential	7,197,848	7,172,514	6,279,491
Commercial	704,576	542,007	416,431
Total	7,902,424	7,714,521	6,695,922



Maintenance and Repair Data

Description	Total
Water Main Leaks / Repairs	0
Water Service Line Leaks / Repairs	3
Fire Hydrant Repairs / Replacements	0
Number of Hydrants Flushed	15
Number of Dead-Ends Flushed	7
Water Valves Exercised	0
GIS Points	0

Description	Gallons
Flushing for Water Quality	17,100
Water Loss Due to Leaks / Breaks	3,500

After-Hours Calls (Hours)				
Water	Sewer	Park	Other	Total
3	5	0	2	10

Maintenance and Repair

- **Routine Tasks**
 - Read all District Water Meters
 - Customer Service Calls (Low / High Pressures, No Water, Turn-Ons / Turn-Offs, Etc.)
 - Underground Service Alert (USA) Utility Marking Program
 - Weekly Pump Station Inspections at Tank 2, Tank 4, Tank 5 (Buildings, Tanks, Motors, Pumps, Drives, Communications, Generators, and Auxiliary Equipment)

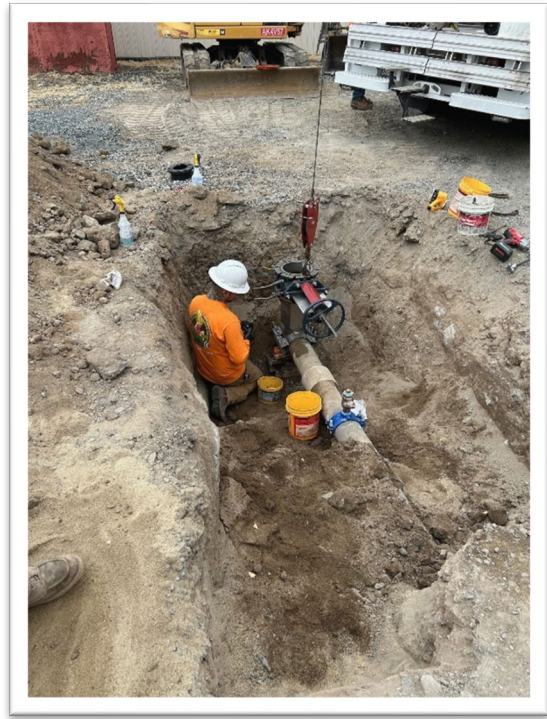
- Lock offs for non-payment.
- Unusual Usage meter reads.

- **Tanks and Pump Stations**
 - Testing and inspections of generators and transfer switches at treatment plants, tanks, and pumping stations.
 - R&R batteries on Tank 4 and 2G generators.

- **Distribution System**
 - Continue water service line survey to identify Lead and Copper water service lines. Completed and submitted on November 7th, 2024.
 - Repair water main line at 17820 State Hwy 120.
 - Repair water main line at 19191 Old State Hwy 120.
 - Repair fire hydrant at Tank 4.
 - Clean and place “Conserve Water” signs throughout district in anticipation of tunnel shutdown.

Pictures

Insert-A-Valve installation at the Airport by Tap Master, Inc.



Wastewater Collection System Division

Description	Total
-------------	-------

Manholes Inspected	100
GIS Points	0
Customer Complaint	3
Odor Complaints	1

Description	Total
Flushing/Jetting (Feet)	3338
Video Inspection (Feet)	2296

Description	Total
Sanitary Sewer Spills (SSO)	0
SSO Gallons Spilled	0

Maintenance and Repair

- **Routine Tasks**

- Weekly lift station site inspections (PMCS)
- Added degreaser and odor control to lift stations.

- **Lift Stations**

- Cleaned and Inspected:
- Manhole Inspections LS13
- Remove roots and debris found during manhole inspections.
- Maintain odor control chemical dosing pumps at LS6, LS8, LS11, LS13.
- R&R Pressure Transducer at LS7.
- R&R batteries at LS7, LS8 and LS9.
- Testing and inspections of generators and transfer switches at all lift stations, treatment plants, tanks, and pumping stations.

- **Collection System**

- Flushed/Jetted gravity sewer line areas.
- Repair mainline and lateral wye (roots) at 19665 Chamberlain Ct.
- Raise MH214 to grade at 21031 Hemlock St.
- Locate and raise to grade a flushing branch at 21340 Beaver Ct.
- Relocate and raise to grade a mainline cleanout at 21221 Jimmersall Ln.
- Investigate customer lateral backup at 19935 Pleasant View Dr. Able to identify and break blockage on customer's private lateral.
- Investigate customer lateral wye at 12830 Mt Jefferson Ct. Found damaged Cleanout pipe and replaced.
- Groveland, Bass Pond, Twin Pines Easement monthly manhole inspections.
- Dosed sanitary system with caustic soda for PH at WWTP.

Pictures

A previous property owner decided to bury our mainline flushing branch under 8 feet of dirt. It would have been a lot cheaper and easier to complete this work before he buried it, had he just called and notified us.



General Maintenance Division

Maintenance By Department

- **Operations Department**

- 2G Water Treatment Plant
- Big Creek Water Treatment Plant
 - R&R generator batteries.
- Butler Bypass Pump Station
- AWS
- STP
 - Install new drum speed sensors and Operation of new headworks. Yay!
 - Installed new influent pump.
 - Repaired floats on chlorine contact tank.
 - Serviced air handlers and repaired leak.

- **Maintenance Department**

- Equipment
 - Shop maintenance and cleaning.
 - Monthly Inspect and run at operating temperatures...
 - Rain for Rent, Sullair, Vactron, Cement mixer, Light Tower, STP generator, Dunn Ct Generator, AWS Generator, Standby Generator, Highlands Generator.
- Vehicles
 - 30821: Repair oil leak. Degreased and washed. Tighten fittings.
 - 10830: Install new trailer jack, light plug, and bulbs.
 - 62026: Serviced oil and filters. R&R Pin and winch cable on crane.
 - 52331: Repaired ac connector and high-pressure fuel regulator wiring damage caused by varmints.
 - 59613: Repair leaking hydraulic lift ram.
 - 62333: Repaired broken glad hand.
 - 70783: 90-Day Inspection.
 - 70981: 90-Day Inspection. Repaired air brake leak, brake light switch, tightened exhaust down pipe and performed regen.
 - 79987: 90-Day Inspection.
- Buildings & Yard
 - General yard cleanliness.
 - Vegetation management.
 - Cleaned and repaired duck houses at Reservoir 2.

Pictures



Parks Division

Maintenance and Repair

- **Mary Laveroni Community Park**
 - Landscape Maintenance.

- **Ballfield & Dog Park**
 - Turf maintenance

Contracted Work

- Peterson Excavation
 - Water Fill station at Admin parking lot.
- SMCI
 - WWTP Headworks upgrades are continuing.
- Tap Master Inc.
 - Insert-A-Valve installation at airport water main.
- Njirich Construction
 - Water main relocation at airport.
 - Water main extension – Harper Rd.
 - Tank 5 site work for new tank.

Workplace Safety and Training

- Routine Safety Meetings
 - Daily Tailgate Meetings
 - Weekly Safety Meetings
 - Weekly Security Checks
 - Weekly Vehicle Inspection