



FAIRFIELD-SUISUN SEWER DISTRICT

1010 CHADBOURNE ROAD • FAIRFIELD, CALIFORNIA 94534 • (707) 429-8930 • WWW.FSSD.COM
GREGORY G. BAATRUP, GENERAL MANAGER

January 18, 2018

AD-100.130.10/18

MEMORANDUM

TO: Board of Directors

FROM: Greg Baatrup

SUBJECT: Quarterly GM Report

The following is a highlight of the more significant activities that occurred during the fourth quarter of calendar year 2017.

Operations

All treatment facilities continue to perform as expected. The total wastewater processed during the year was 4.85 billion gallons. For the 4th calendar year, the plant was 100% compliant with discharge regulations prescribed by the National Pollution Elimination System (NPDES) Permit and there were no Sanitary Sewer Overflows.

Biosolids Management

Organic Materials Recovery Center (OMRC)

The facility has been accepting District biosolids since August 17, 2016 and has processed all District biosolids. A total of 19,345 wet tons of District biosolids were processed in 2017. Adding the 6,916 wet tons from 2016 brings the total to 26,261 wet tons with 20,378 wet tons sold to farms and 5,883 wet tons in storage to be sold in 2018.

The OMRC continues to be a success. Processing services were sold to San Francisco PUC, East Bay MUD, Central Marin Sanitation Authority, City of Santa Rosa, and City of Petaluma. Through the outreach efforts of Lystek, District staff and the Board, the OMRC at Fairfield is well known in the Bay Area and California as a leader in biosolids management.

Engineering

Blower Replacement Project

In November 2017, the District Board approved a construction services contract with C. Overaa & Co. to replace aging aeration equipment and improve the reliability and efficiency of the system. The notice to proceed was issued and contractor has started submitted the required documents. The contract completion date is October 18, 2019.

To assist with cash flow, this project is being funded by a \$10.65 million State Water Resources Control Board Clean Water State Revolving Fund (SRF) loan. Staff received a draft contract from the Water Board showing the project met the Green Project criteria, along with a \$4 million “loan forgiveness” this brings the actual loan amount to \$6.65 million.

Coating Rehabilitation Project

The re-coating work on the steel Secondary Clarifier mechanisms was completed in December and the clarifiers returned to service. The District has six clarifiers but only two clarifiers can be taken out of service at the same time. Two were completed in 2017, two more are to be done in 2018, and the final two do not need coating as they were constructed with stainless steel and do not need a coating to prevent corrosion.

Electrical Feeder Replacement Project

The District has two sets of electrical cables that bring 12-thousand-volt power into the plant from PG&E. One is primary, the other is available as a backup or secondary. These cables were installed with the original plant construction in the late-1970s. In January 2017, excessive rainfall caused one of the sets to short, requiring replacement. Replacement of the cables was necessary to maintain reliable treatment. The primary cables were installed in the 2nd quarter of 2017. The secondary cables were expected to be installed during the 4th quarter, but the project has been delayed because PG&E crews have been tied up with recovery from the recent Northern California fire. We are expecting the project to be complete in first quarter of 2018.

Other Projects and Activities:

- Lined a failing sewer on Driftwood Drive. The work was coordinated with the local school winter break to interruptions to students and avoid traffic conflicts.
- Continued to work with contractors installing sewers at Air Base Parkway and Cement Hill Road.
- Completed design and permitting for reinforce a sewer crossing of Ledgewood Creek.
- Projects in preliminary stages of design include Electrical System Upgrades to replace failing components, paving rehabilitation, Roofing Rehabilitation/Replacement.
- Coordinating with Lystek on the recycling of their product to the District digesters to improve gas production and solids reduction.

Community Outreach

The following table presents the activities in the fourth quarter of 2017:

October 3 - Inspire Career Fair	District staffed a booth for the career fair attended by approximately 400 8th graders in the FSUSD.
October 6 - Farmers Market	Approximately 14 people visited the booth for 23 events between April and October of 2016. Citizens learn about trash, recycling, composting, storm water and household hazardous waste management.
October 27 - Solano Community College Biology Class	Tour and career discussion with 35 students in Pam Muick's class.
October 27 - DEA's National Drug Take Back Day	Estimated 100 participants bought pharmaceuticals to the take back day.
November 27 - Solano Community College	Six Engineering students new to the wastewater field toured District facilities.
December 29 - Suisun Marsh Watershed Education Program	Students throughout Solano County are taught about their impacts to their local streams and the importance of the Suisun Marsh.

Personnel

Changes

In late December 2017 both Christina Harshell and Gary Harder retired. The District has been anticipating these retirements and has adjusted work schedules and hired replacements.

Additional retirements are expected in the first half of 2018 and new hires are expected to fill vacancies. These will be announced to the Board as new staff is brought on board.

Administration and Finance

Budget Analysis

Revenue and Expenses are tracked according to the Budget and Long-Term Financial Plan. Table 1 presents Total Expenses. Expenses are tracking with the budget projections except for Major Maintenance as those project expenses will be realized in the later half the fiscal year. Table 2 presents Total Revenue which is tracking exactly at 50% as we receive storm drain twice per year rather than monthly.

Table 1

Fairfield-Suisun Sewer District
 Expense Report Summary (50% of Budget)
 YTD December 31, 2017

		Budget	YTD Actual	% Used
Fund 1 - Operations				
0110	Treatment Plant O&M	8,496,950	3,564,616	41.95%
0110	Electricity and Chemicals	1,433,000	643,567	44.91%
0115	Laboratory	768,000	393,255	51.21%
0130	City Sewer Line Maintenance	2,445,000	1,220,023	49.90%
0140	Major Maintenance	11,464,000	2,310,483	20.15%
0170	Admin, Legal, Board, OPEB	1,148,000	581,031	50.61%
0160	Utility Billing - Fairfield	452,000	226,615	50.14%
0160	Utility Billing - Suisun	134,000	65,749	49.07%
0160	Financial & Personnel Services	791,000	347,612	43.95%
0150	Regulatory Programs	826,000	482,961	58.47%
Total Expenses		27,957,950	9,835,912	35.18%
Fund 2 - Construction				
0210	Project Planning	76,200	32,210	42.27%
0220	New Development Review/Inspect	42,000	30,768	73.26%
0230	Collection System Master Plan	300,000	0	0.00%
1601	Aeration System Rehab (25%)	1,625,000	0	0.00%
Total Expenses		2,043,200	62,978	3.08%
Fund 4 - Drainage Maintenance				
0410	Drainage Maint Admin	19,000	12,339	64.94%
0420	Local Facility Maintenance	959,000	479,500	50.00%
0430	Regional Facility Maintenance	227,000	40,341	17.77%
0440	URMP (4)	327,850	193,278	58.95%
	Desilting	31,000	0	0.00%
Total Expenses		1,563,850	725,458	46.39%
Total - All Funds		31,565,000	10,624,347	33.66%

Table 2

Fairfield-Suisun Sewer District
 Revenue Report Summary (25% of Budget)
 YTD September 30, 2017

	Budget	YTD Actual	% Used
Fund 1 - Operations			
5010 Sewer Service Charges - FF	18,901,000	9,407,756	50%
5012 Sewer Service Charges - AB	1,048,000	432,439	41%
5013 Sewer Service Charges - District-billed	1,001,000	345,753	35%
5015 Sewer Service Charges - SS	4,272,000	2,179,166	51%
5020 Sewer Service Charges - TAFB	933,000	482,803	52%
5025 Sewer Service Charges - Other	-	-	0%
5305 Lease Income	-	53,628	0%
5405 Interest Earnings	242,000	165,451	68%
5505 Miscellaneous	125,000	46,529	37%
5510 Biosolids Facility Charge	120,000	112,947	94%
Total	26,642,000	13,226,472	50%
Fund 2 - Construction			
5105 Capacity Fees - FF	3,061,000	1,095,432	36%
5110 Capacity Fees - SS	63,000	52,300	83%
5405 Interest Earnings	22,000	30,447	138%
5410 Interest - Connection Fees	-	5,705	0%
Total	3,146,000	1,183,884	38%
Fund 4 - Drainage Maintenance			
5205 Drainage Maintenance	1,552,000	811,668	52%
5405 Interest Earnings	11,000	12,527	114%
Total	1,563,000	824,195	53%
Total - All Funds	31,351,000	15,234,551	49%

Figure 1

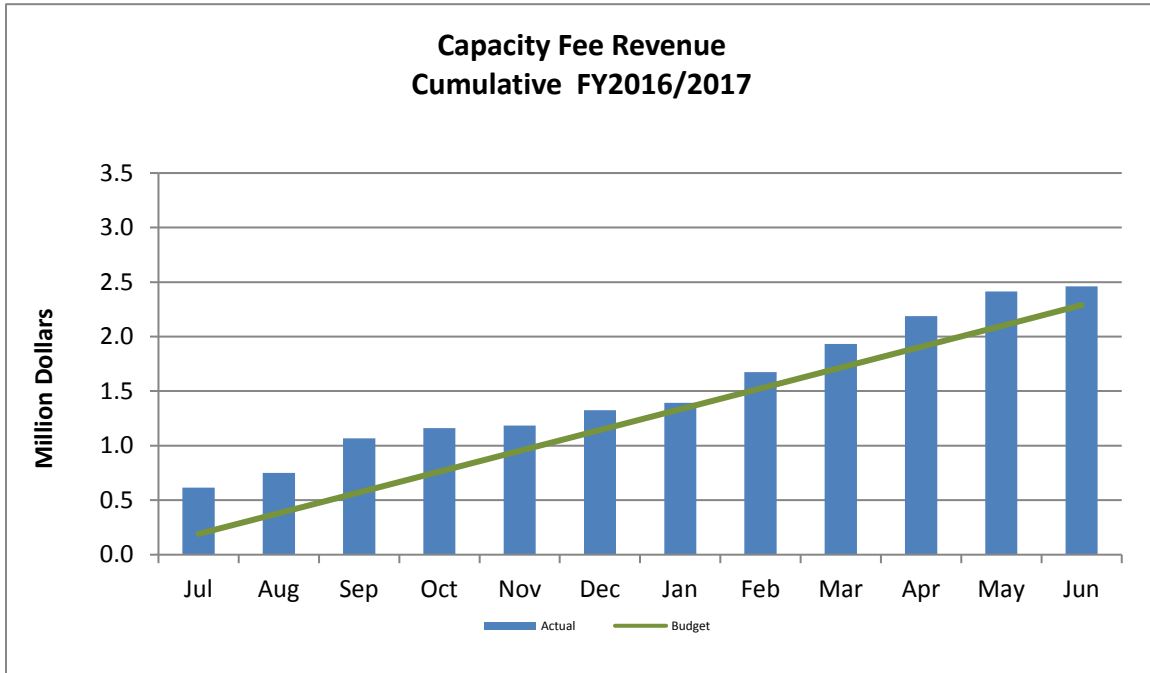


Figure 2

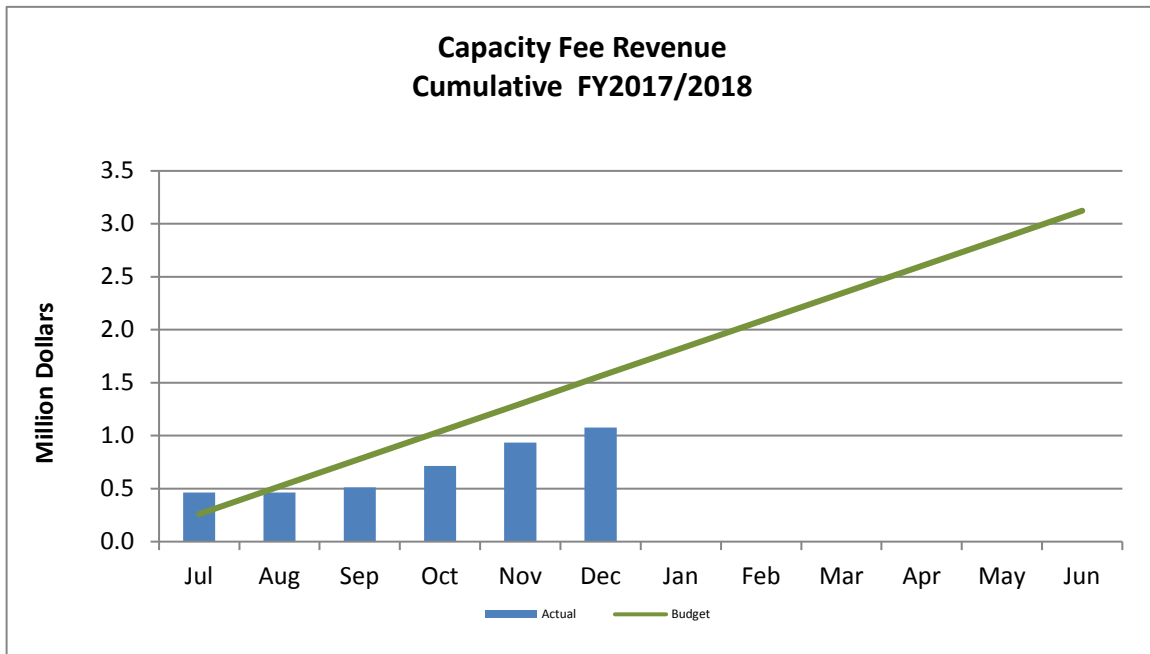


Figure 3

