



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

April 19, 2018

AD-100.130.10/2018

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 first quarter of calendar year 2018.

Operations

All treatment facilities continue to perform as expected. The total wastewater processed during the quarter was 1.23 billion gallons. For the 1st quarter, 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. 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.

Coating Rehabilitation Project

The re-coating work on the steel Secondary Clarifier mechanisms was completed in December and the clarifiers returned to service. The first two were completed in 2017, the second set of two was bid and awarded in March 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. Work is expected to start in late-Spring and be completed in the summer.

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 May 2018.

Plant Electrical Replacement Project

The District has been experiencing a higher frequency of breakdowns in the electrical components. Many of these components have been installed for more than 30 years. The condition, age, and outdated technology warranted an electrical system assessment that is underway. This assessment will include a work plan for rehabilitating the electrical systems based on priority.

Other Projects and activities:

- As reported to the Board in March, AECOM initiated a pilot test of the Nereda treatment technology to determine the viability of this new technology to reduce nutrient discharges and reduce energy consumption.
- The District awarded a construction services contract to reinforce a sewer crossing at Ledge Creek. In accordance with regulatory permits, construction will start after June 1st.
- The Roofing Rehabilitation/Replacement project was distributed for bids. The award of contract is expected in May.
- Coordinating with Lystek on the recycling of their product to the District digesters to improve gas production and solids reduction.
- Rehabilitating the energy recovery equipment to improve operation and reliability.

Community Outreach

The following table presents the activities in the first quarter of 2018:

Date	Event	Participants	Description
2/6/18	2017/18 Annual Training of Health Permit Inspectors	17	Excellent interaction with Inspectors. All had a strong knowledge of program enforcement, response plan, and risk reduction program.
2/22/18	Inspire- Dreams	40	Offshoot of the "Inspire - Dreams Start Now" Career Fair that FSSD participated in last fall. https://www.dailyrepublic.com/solano-news/community-news-and-views/students-connect-with-local-companies-at-inspire-dreams-move-forward/
3/30/18	Girl Scout Tour	10	Great questions from an inquisitive group of 4 th -5 th grade girls -- including "Is it mostly just men who work here?"

Personnel

In late March 2018, Maintenance Supervisor Dennis Thompson retired after eleven years with the District. The Maintenance Supervisor position was filled by Dave Harrold, who moved up from his O&M Tech 5 position. Additionally O&M Tech 5, Ben Carver, was promoted to Operations Supervisor. Three O&M Tech 1 positions were filled in the first quarter by Anthony Novero and Christopher O'Connor in the Operations Department and Ryan O'Sullivan in the Maintenance Department. In anticipation of a retirement late April, the District hired Brian Morris to take over the Senior Engineering Technician/Inspector duties.

All changes are a result of retirements.

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 Revenue. Sewer Service Charge Revenue is tracking exactly at 74%, Storm Drain is at 53%, as storm drain revenue is collected on the county tax role and we receive payments from the county twice per year rather than monthly. Lastly, connection fees are lower than projected as the growth rate is less than projected.

Table 1
Fairfield-Suisun Sewer District
 Expense Report Summary (75% of Budget)
 YTD March 31, 2018

		Budget	YTD Actual	% Used
Fund 1 - Operations				
0110	Treatment Plant O&M (1)	8,496,950	5,376,814	63.28%
0110	Electricity and Chemicals	1,433,000	1,125,990	78.58%
0115	Laboratory	768,000	536,357	69.84%
0130	City Sewer Line Maintenance	2,445,000	1,824,774	74.63%
0140	Major Maintenance	11,464,000	3,330,379	29.05%
0170	Admin, Legal, Board, OPEB	1,148,000	1,000,799	87.18%
0160	Utility Billing - Fairfield	452,000	342,423	75.76%
0160	Utility Billing - Suisun	134,000	98,330	73.38%
0160	Financial & Personnel Services	791,000	506,445	64.03%
0150	Regulatory Programs (2)	826,000	573,074	69.38%
Total Expenses		27,957,950	14,715,384	52.63%
Fund 2 - Construction				
0210	Project Planning (3)	76,200	55,590	72.95%
0220	New Development Review/Inspect	42,000	53,889	128.31%
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	109,479	5.36%
Fund 4 - Drainage Maintenance				
0410	Drainage Maint Admin	19,000	13,056	68.72%
0420	Local Facility Maintenance	959,000	479,500	50.00%
0430	Regional Facility Maintenance	227,000	47,987	21.14%
0440	URMP (4)	327,850	253,820	77.42%
	Desilting	31,000	0	0.00%
Total Expenses		1,563,850	794,363	50.80%
Total - All Funds		31,565,000	15,619,227	49.48%

Table 2
Fairfield-Suisun Sewer District
 Revenue Report Summary (75% of Budget)
 YTD March 31, 2018

		FY 2017-18		
		Budget	YTD Actual	% Used
Fund 1 - Operations				
5010	Sewer Service Charges - FF	18,901,000	13,847,917	73%
5012	Sewer Service Charges - AB	1,048,000	635,286	61%
5013	Sewer Service Charges - District-billed	1,001,000	540,361	54%
5015	Sewer Service Charges - SS	4,272,000	3,311,155	78%
5020	Sewer Service Charges - TAFB	933,000	710,722	76%
5305	Lease Income	-	76,888	0%
5405	Interest Earnings	242,000	258,560	107%
5505	Miscellaneous	125,000	102,822	82%
5510	Biosolids Facility Charge	120,000	319,617	266%
Total		26,642,000	19,803,328	74%
Fund 2 - Construction				
5105	Capacity Fees - FF	3,061,000	1,468,026	48%
5110	Capacity Fees - SS	63,000	52,300	83%
5405	Interest Earnings	22,000	42,871	195%
5410	Interest - Connection Fees	-	7,510	0%
Total		3,146,000	1,570,707	50%
Fund 4 - Drainage Maintenance				
5205	Drainage Maintenance	1,552,000	811,668	52%
5405	Interest Earnings	11,000	16,983	154%
Total		1,563,000	828,651	53%
Total - All Funds		31,351,000	22,202,686	71%

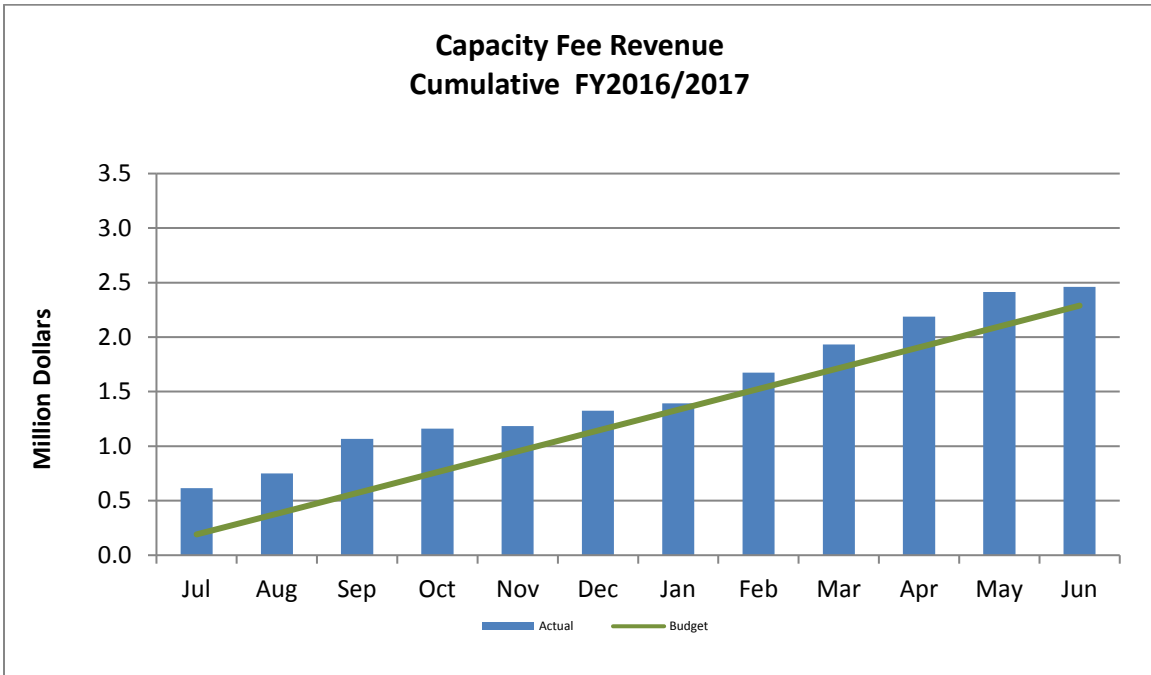


Figure 1

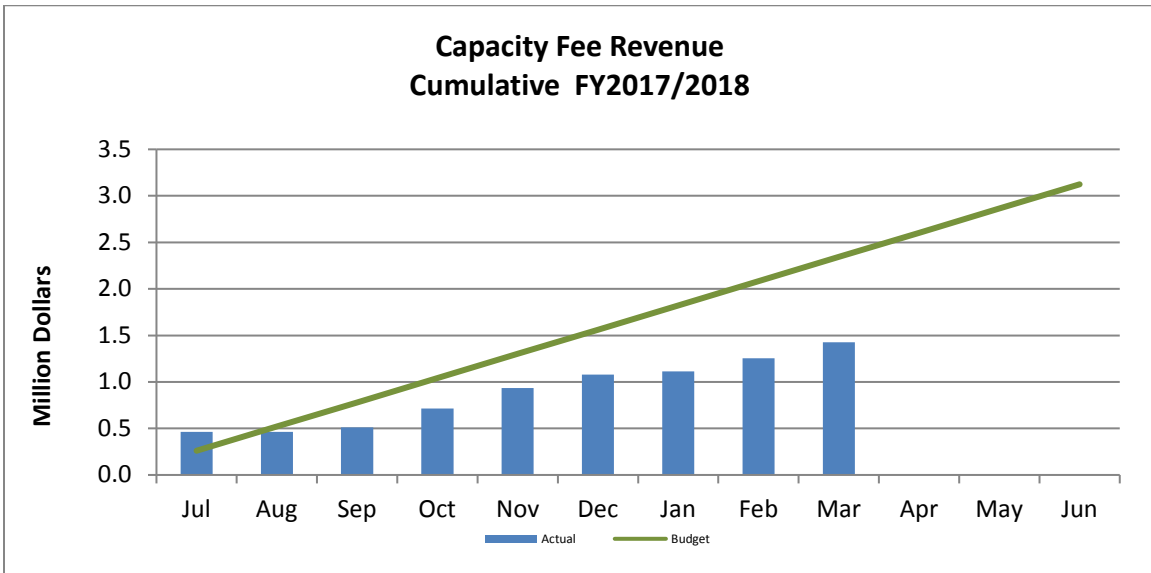


Figure 2

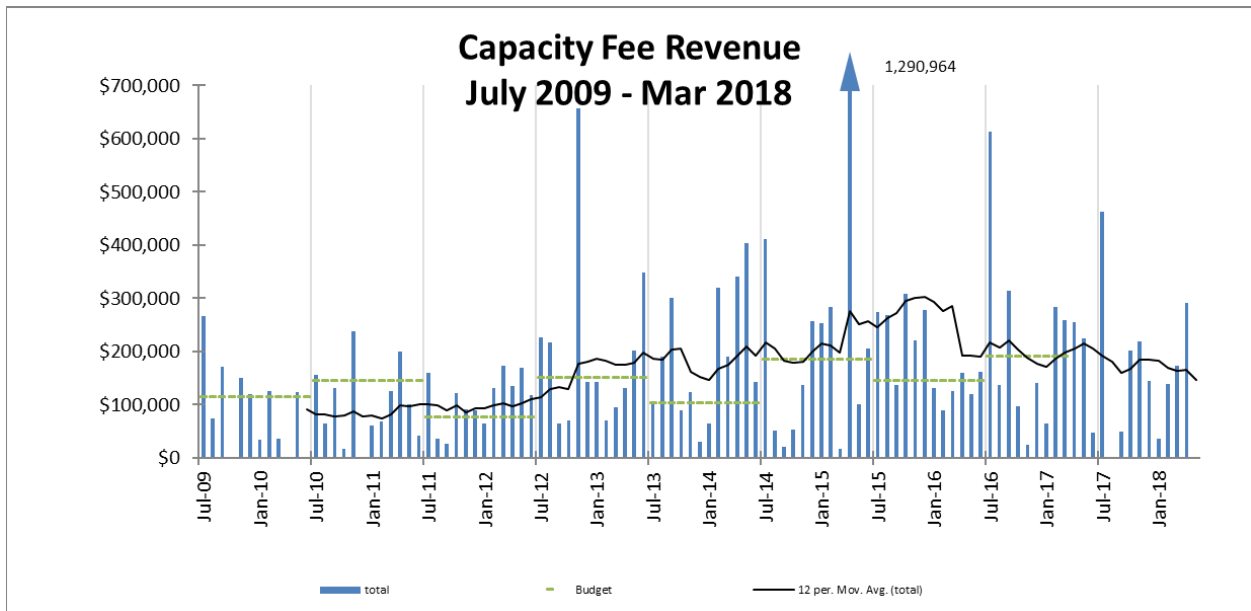


Figure 3