



# **FAIRFIELD-SUISUN SEWER DISTRICT**

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

October 18, 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 third quarter (July, August, and September) of the calendar year 2018.

### **Operations**

All treatment facilities continue to perform as expected. The total wastewater processed during the quarter was 0.99 billion gallons. 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)*

Lystek continues to market services and has recently added contracts to process biosolids from the City of Benicia and the City of Palo Alto. District and Lystek staff continue to track progress towards organics regulations resulting from the passage of SB1383. To comply with these new regulations, many new organics processing facilities will be needed. The District and Lystek can be solution providers and staff from both facilities are active in regulatory development.

### **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. Construction is underway, and the contract completion date is October 18, 2019.

#### *Coating Rehabilitation Project*

The second re-coating work on the steel Secondary Clarifier mechanisms started and is expected to be complete in late-summer to fall 2018.

*Plant Electrical Replacement Project*

The District has been experiencing a higher frequency of breakdowns in 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 The condition, age, and outdated technology warranted an electrical system assessment that is in progress. A design services contract was approved in June 2018 and work has begun.

*Other Projects and activities:*

- The roofing rehabilitation and/or replacement was completed on the Administration Building, Energy Recovery Building, and Suisun Pump Station.
- Continued work with Lystek on the recycling of their product to the District digesters to improve gas production and solids reduction. Lystek is upgrading their facilities to accept un-digested solids from the City of Palo Alto treatment plant.
- The 2018 plant paving work is expected to be completed by October 31, 2018. Several areas around the plant were repaired and coated to extend the useful life.
- An RFP has been issued for the predesign and design of improvements to Digester No. 2. Proposals are due November 9, 2018.
- Explored upgrading facility signs to provide better instructions for outside deliveries, contractors, and visitors.

**Community Outreach**

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

Date	Event	Participants	Description
8/31/2018	Suisun City Boater Outreach	46	Throughout July and September, this outreach program made 42 contacts and received 32 boater surveys promoting the importance of bilge pads and clean and green boating practices.
9/11/2018	City of Fairfield Leaf Season and Classes		Produced a brochure to provide the public with information on managing leaves to minimize the impact on storm drains.
9/15/2018	Coast and Creek Cleanup	545	545 people picked up 5,950 pounds of garbage over 32 1/2 miles of shoreline on 20 sites throughout Fairfield Suisun and unincorporated Solano County
9/24/2018	Solano Community College Instrumentation Class Plant Tour	15	Cooperated with local law enforcement to collect pharmaceuticals so they can be safely managed without being flushed down the drain.

**Personnel**

No changes.

## **Administration and Finance**

### *Budget Analysis*

The June 30, 2018 data in the attached tables are preliminary (prior to current year accruals). Overall expenses and revenues are within budget, with the following exceptions:

#### *Expenses:*

- Expenses are tracking with budget forecasts.

#### *Revenues:*

- As observed in table 2 Capacity Fee Revenue continues to be less than projected due to the timing of development projects. Budget projections were based on forecasts provided by the cities. More permits are expected to be issued and capacity fees collected in FY 18/19. Projects funded through capacity fee revenue are timed to offset the impacts of development. As development increases, so will capacity fee revenue to pay for the capacity-fee-funded projects.

Table 1

Fairfield-Suisun Sewer District  
 Expense Report Summary - 25% of Budget  
 YTD September 30, 2018

	Budget	YTD Actual	% Used
Fund 1 - Operations			
0110 Treatment Plant O&M	8,969,550	1,800,383	20.07%
0110 Electricity and Chemicals	1,433,000	292,912	20.44%
0115 Laboratory	807,000	165,370	20.49%
0130 City Sewer Line Maintenance	2,545,000	622,551	24.46%
0140 Major Maintenance	8,805,000	1,848,178	20.99%
0170 Admin, Legal, Board, OPEB	1,207,000	379,740	31.46%
0160 Utility Billing - Fairfield	452,000	117,698	26.04%
0160 Utility Billing - Suisun	134,000	33,142	24.73%
0160 Financial & Personnel Services	850,000	191,229	22.50%
0150 Regulatory Programs	867,500	152,744	17.61%
Total Expenses	26,070,050	5,603,947	21.50%
Fund 2 - Construction			
0210 Project Planning	80,200	17,205	21.45%
0220 New Development Review/Inspect	43,000	29,930	69.60%
0230 Collection System Master Plan	0	0	0.00%
Capacity Analysis	30,000	943	0.00%
Cordelia PS	635,000	0	0.00%
Peabody/Walters	400,000	0	0.00%
Northeast Fairfield PS	900,000	0	0.00%
1601 Blower Project/Aeration System Rehab (25%)	813,000	0	0.00%
Total Expenses	2,901,200	48,078	1.66%
Fund 4 - Drainage Maintenance			
0410 Drainage Maintenance Admin	20,000	2,438	12.19%
0420 Local Facility Maintenance	959,000	0	0.00%
0430 Regional Facility Maintenance	30,000	6,245	20.82%
0440 URMP	371,750	108,817	29.27%
Desilting	31,000	0	0.00%
Total Expenses	1,411,750	117,500	8.32%
Total - All Funds	30,383,000	5,769,524	18.99%

Table 2

Fairfield-Suisun Sewer District  
 Revenue Report Summary - 25% of Budget  
 YTD September 30, 2018

		FY 2018-19		
		Budget	YTD Actual	% Used
Fund 1 - Operations				
5010	Sewer Service Charges - FF	19,410,000	4,872,390	25%
5012	Sewer Service Charges - AB	1,090,000	235,135	22%
5013	Sewer Service Charges - District-billed	1,222,000	136,759	11%
5015	Sewer Service Charges - SS	4,427,000	1,151,304	26%
5020	Sewer Service Charges - TAFB	976,000	233,236	24%
5305	Lease Income	-	30,132	
5405	Interest Earnings	374,000	141,519	38%
5505	Miscellaneous	128,000	12,220	10%
5510	Biosolids Facility Charge	126,000	(38,906)	-31%
Total		27,753,000	6,773,789	24%
Fund 2 - Construction				
5105	Capacity Fees - FF	4,195,000	407,545	10%
5110	Capacity Fees - SS	32,000	-	0%
5405	Interest Earnings	57,000	14,495	25%
5410	Interest - Connection Fees	-	2,461	0%
Total		4,284,000	424,501	10%
Fund 4 - Drainage Maintenance				
5205	Drainage Maintenance	1,552,000	(43)	0%
5405	Interest Earnings	17,000	5,227	31%
Total		1,569,000	5,184	0%
Total - All Funds		33,606,000	7,203,474	21%

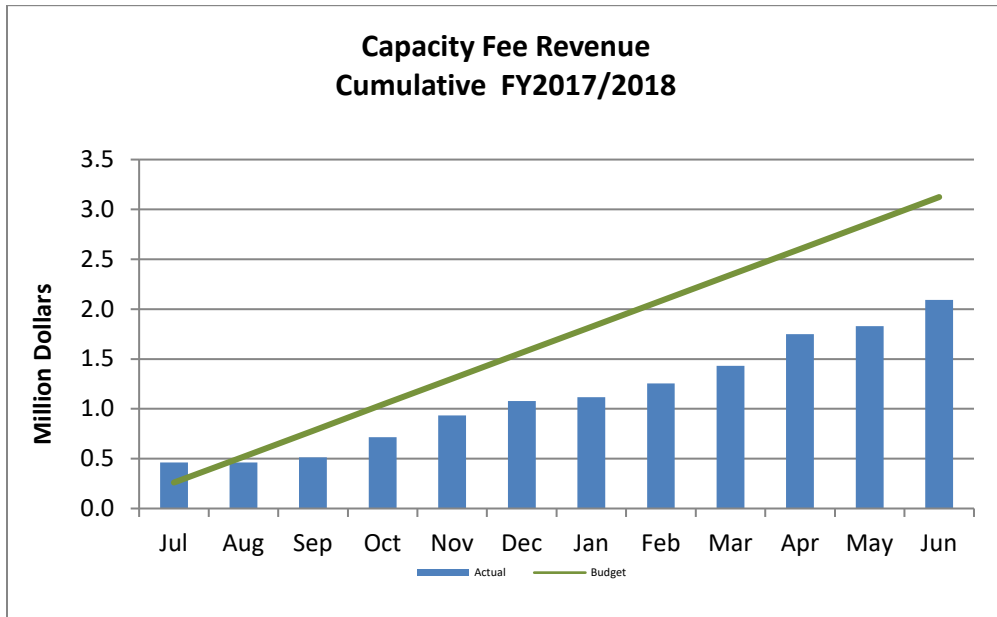


Figure 1

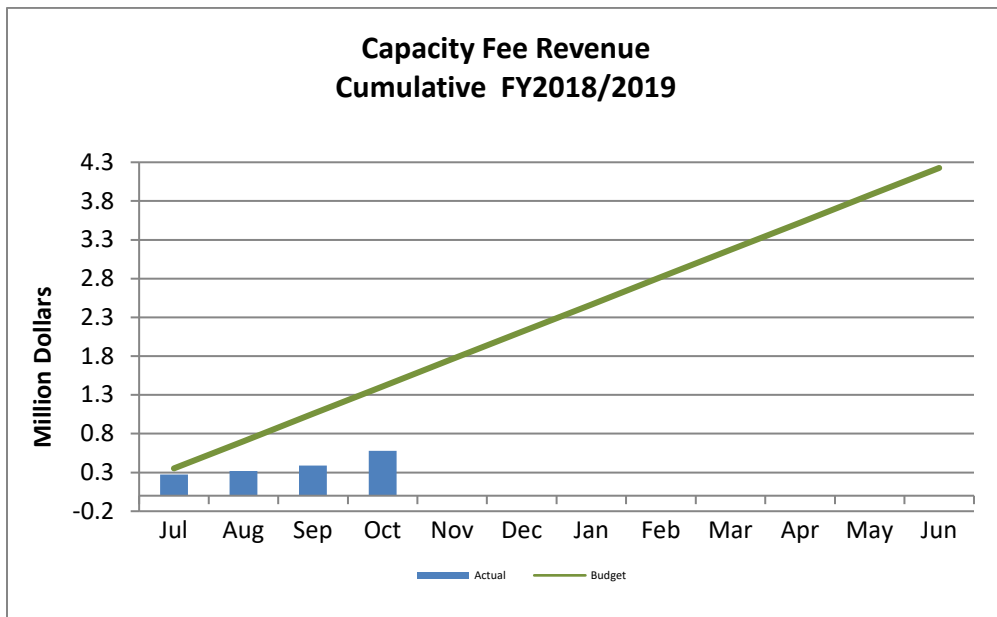


Figure 2

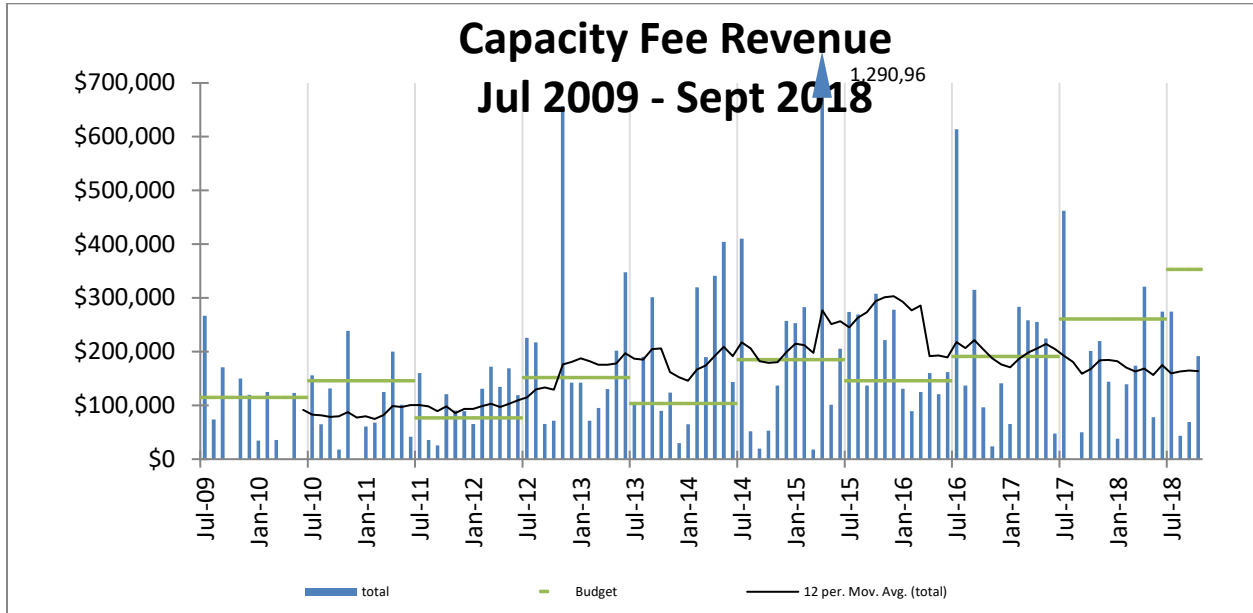


Figure 3