



# **FAIRFIELD-SUISUN SEWER DISTRICT**

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

January 24, 2019

AD-100.130.10/1316

## **MEMORANDUM**

TO: Board of Directors  
FROM: Gregory G. Baatrup, General Manager  
SUBJECT: Quarterly GM Report

The following is a highlight of the more significant activities that occurred during the third quarter (October, November, and December) of calendar year 2018.

### **Operations**

All treatment facilities continue to perform as expected. The total wastewater processed during the quarter was 1.10 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.

### **Regulatory**

Worked with the Bay Area Clean Water Agencies (BACWA) to review language for the second Nutrient Watershed Permit that will be issued by San Francisco Regional Water Quality Control Board (SFRWQCB) in July 2019. The first Nutrient Watershed Permit expires in July 2019. Staff and BACWA are expecting the SFRWQCB to introduce Nitrogen load targets in 2024 (these are not official limits) for plants. These are believed to be a precursor to effluent limits that may be implemented in the third watershed permit. District staff continues to closely monitor Nitrogen discharge and strategizing on how to keep discharge below limits.

### **Biosolids Management**

#### *Organic Materials Recovery Center (OMRC)*

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 and wastewater treatment plants are identified as a solution provider.

### **Engineering**

#### *Blower Replacement Project*

In November 2017, the District Board approved a construction services contract with Overaa to replace aging aeration equipment and improve the reliability and efficiency of the system. Air piping was

installed, and major equipment arrived in late-December. Construction continues with the contract completion date of October 18, 2019.

*Coating Rehabilitation Project*

The second re-coating work on the steel Secondary Clarifier mechanisms was completed in December 2018.

*Plant Electrical Replacement Project*

A design services contract was approved in June 2018 and work is underway.

*Other Projects and activities:*

- Lystek’s OMRC Activities included:
  - Processing District and other-agency biosolids.
  - Recycling of their product to the District digesters to improve gas production and solids reduction.
  - Upgrading their facilities to accept un-digested solids from the Palo Alto treatment plant.
  - Soil blending trials using San Francisco PUC biosolids.
- Digester 2 Upgrades - Issued contract for design of improvements to Digester No. 2 and ancillary facilities to Stantec Engineer.
- As authorized by the Board, completing design facility signs to provide better instructions for outside deliveries, contractors, and visitors

**Community Outreach**

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

Date	Event	Participants	Description
10/16/2018	Inspire Career Fair	200	Participated in the career exploration for 8th grade students providing wastewater-based career information.
10/18/2018	Farmers Market	20	Citizens learn about trash, recycling, composting, storm water and household hazardous weight management.
10/26/2018	Solano Community College Biology Class Tour	15	Watched training video, discussed careers, and took a tour of the plant.

**Personnel**

- 1) Hamid Sarvi, Senior Environmental Engineer retired in late-December.
- 2) Melissa Espinosa, Senior Office Assistant accepted a position with a municipality. A recruitment at the Office Assistant level was initiated and completed (Janelle Azevedo started January 14, 2019). With these changes, the District has 56 employees.

Staff continues to evaluate workload and staffing, especially in the Engineering group. There are no active recruitments at the current time and no immediate changes are expected.

### **Administration and Finance**

#### *Budget Analysis*

Overall expenses and revenues are within budget. The 2019/20 and 2020/21 Budget preparation started in December with an expected presentation to the Board in March 2019.

#### *Expenses:*

- Expenses are tracking with budget forecasts.

#### *Revenues:*

- As observed in Table 2, Capacity Fee Revenue continues to be less than projected due to timing of development projects. Budget projections were based on forecasts provided by the cities. More permits are expected to be issued in future years. 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 - 50% of Budget  
Year-To-Date December 31, 2018

		Budget	YTD Actual	% Used
Fund 1 - Operations				
0110	Treatment Plant O&M (1)	8,969,550	3,695,362	41%
0110	Electricity and Chemicals	1,433,000	605,762	42%
0115	Laboratory	807,000	342,808	42%
0130	City Sewer Line Maintenance	2,545,000	1,227,915	48%
0140/1601	Major Maintenance	8,805,000	5,201,570	59%
0170	Admin, Legal, Board, OPEB	1,207,000	660,362	55%
0160	Utility Billing - Fairfield	452,000	235,431	52%
0160	Utility Billing - Suisun	134,000	67,730	51%
0160	Financial & Personnel Services	850,000	382,676	45%
0150	Regulatory Programs (2)	867,500	541,738	62%
Total Expenses		26,070,050	12,961,354	50%
Fund 2 - Construction				
0210	Project Planning (3)	80,200	33,710	42%
0220	New Development Review/Inspect	43,000	58,063	135%
0000	Collection System Master Plan	0	0	0%
0230	Capacity Analysis	30,000	2,791	0%
0260	Cordelia PS	635,000	0	0%
0000	Peabody/Walters	400,000	0	0%
0270	Northeast Fairfield PS	900,000	0	0%
1601	Blower Project/Aeration System Rehab (25%)	813,000	666,326	0%
Total Expenses		2,901,200	760,889	26%
Fund 4 - Drainage Maintenance				
0410	Drainage Maint Admin	20,000	11,233	56%
0420	Local Facility Maintenance	959,000	479,500	50%
0430	Regional Facility Maintenance	30,000	28,224	94%
0440	URMP (4)	371,750	236,790	64%
	Desilting	31,000	0	0%
Total Expenses		1,411,750	755,747	54%
Total - All Funds		30,383,000	14,477,990	48%

Table 2

Fairfield-Suisun Sewer District  
Revenue Report Summary - 50% of Budget  
Year-To-Date December 31, 2018

		FY 2018-19		
		Budget	YTD Actual	% Used
Fund 1 – Operations				
5010	Sewer Service Charges - FF	19,410,000	9,516,894	49%
5012	Sewer Service Charges – AB	1,090,000	394,088	36%
5013	Sewer Service Charges - District-billed	1,222,000	291,807	24%
5015	Sewer Service Charges – SS	4,427,000	2,269,147	51%
5020	Sewer Service Charges - TAFB	976,000	438,559	45%
5305	Lease Income	-	53,187	0%
5405	Interest Earnings	374,000	298,109	80%
5505	Miscellaneous	128,000	22,990	18%
5510	Biosolids Facility Charge	126,000	6,872	5%
Total		27,753,000	13,291,653	48%
Fund 2 – Construction				
5105	Capacity Fees – FF	4,195,000	1,230,303	29%
5110	Capacity Fees – SS	32,000	-	0%
5405	Interest Earnings	57,000	41,780	73%
5410	Interest - Connection Fees	-	4,173	0%
Total		4,284,000	1,276,256	30%
Fund 4 - Drainage Maintenance				
5205	Drainage Maintenance	1,552,000	822,969	53%
5405	Interest Earnings	17,000	14,528	85%
Total		1,569,000	837,497	53%
Total - All Funds		33,606,000	15,405,406	46%

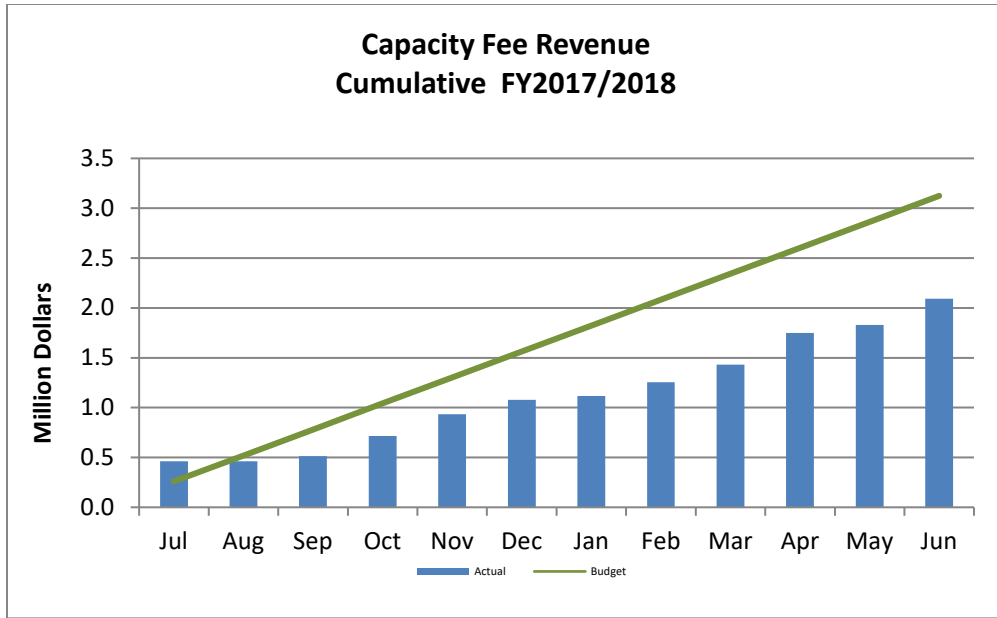


Figure 1

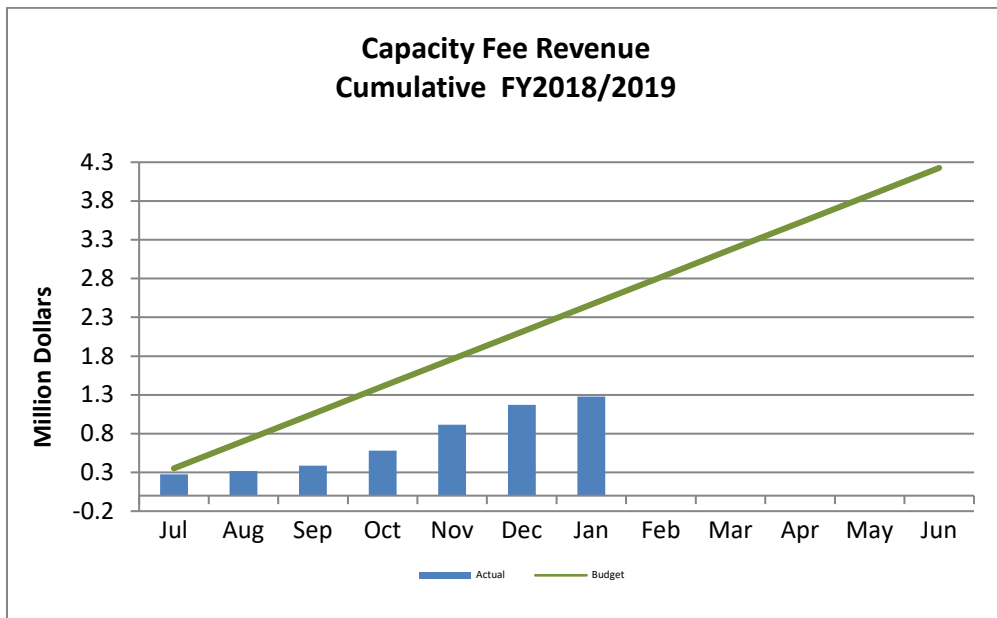


Figure 2

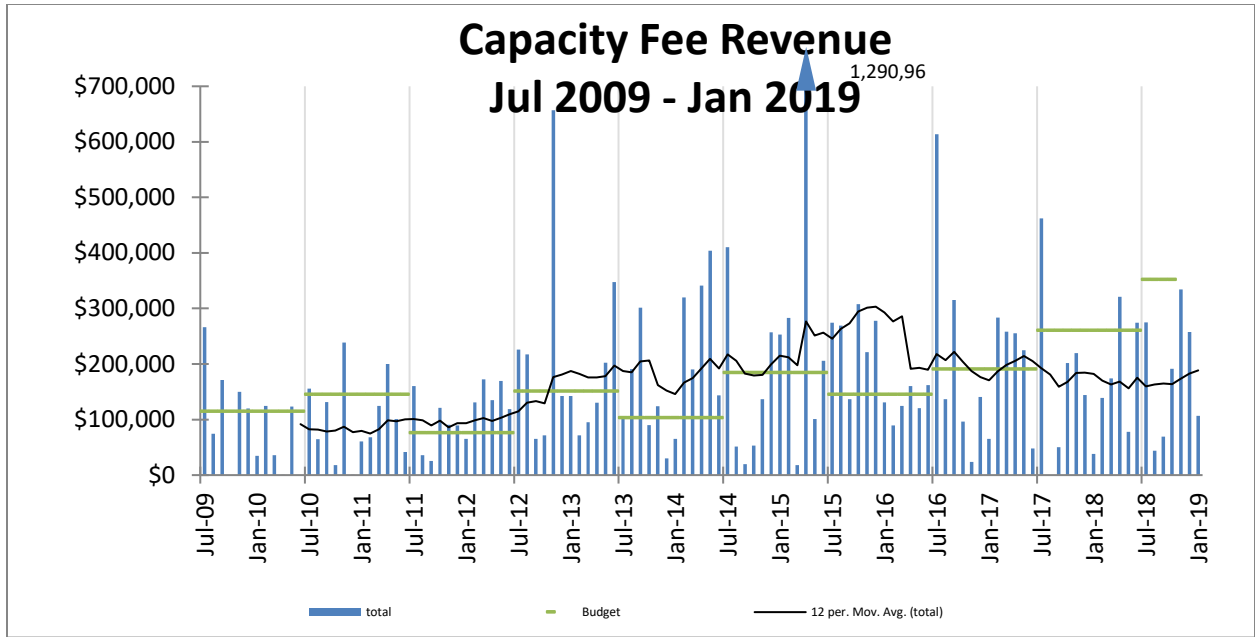


Figure 3