



FAIRFIELD-SUISUN SEWER DISTRICT

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

BOARD OF DIRECTORS:

SAM DERTING
PRESIDENT

VACANT
VICE PRESIDENT

PAM BERTANI
JANE DAY

MIKE HUDSON
CATHERINE MOY

JOHN MRAZ
HARRY PRICE

PETE SANCHEZ
MIKE SEGALA

RICK VACCARO

EXECUTIVE COMMITTEE MEETING AGENDA

MEETING DATE: MONDAY, JANUARY 9, 2012

MEETING PLACE: 1010 CHADBOURNE ROAD,
FAIRFIELD, CALIFORNIA
(BOARD CONFERENCE ROOM)

MEETING TIME: 4:00 P.M.

1. Roll Call
2. Public Comments
3. General Manager Report

4. <u>Discussion:</u>	<u>Page</u>
(a) Proposition 218 Notice	1
(b) Resolution of Appreciation, Chuck Timm.....	3
(c) Appointment or Election of Vice President to complete term	

5. <u>Information Only:</u>	<u>Page</u>
(a) Monthly Operations Reports.....	4
(b) Quarterly Investment Report.....	7
(c) Connection Fee Chart	9
(d) Board Calendar	10

6. Adjournment:
Adjourn to a *rescheduled* meeting of the Executive Committee, *Tuesday*, February 21, 2012, at 4:00 p.m.



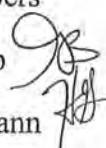
FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

January 4, 2012

FI-250

MEMORANDUM

TO: Board Members
THROUGH: Greg Baatrup 
FROM: Helen Gaumann 
SUBJECT: Proposition 218 Notice

Background: In March 2005, the District completed a Cost of Service and Rate Study to document the development of Sewer Service Charges and Connection Fees. As established in the conclusions and recommendations of the study and after following the requirements of Proposition 218, the Board adopted Ordinance No. 05-01 establishing rates for Fiscal Year 2005/06 and included escalators for subsequent years. In 2008, Assembly Bill 3030 passed and became effective on January 1, 2009 adding new provisions to Proposition 218 that allows agencies to use escalators or specific rates for up to five years.

The process to comply with Proposition 218 for Sewer Service Charges requires several steps and several months to implement. First, a notice must be mailed to all property owners advising them of the change and how to protest. A public hearing at least 45 days after the mailing is held giving property owners opportunity to comment on the proposed rate increase. Finally, the number of written protests is totalized. If the protests are less than a majority of the property owners, the District may proceed with the intended increase.

Discussion: The District success has relied on its commitment to strong financial planning. The plan, as structured in the March 2005 Cost of Service and Rate Study, is updated annually in the Annual Budget and Long-Term Financial Plan. Commitment to this plan has resulted in adequate funding of operation and capital improvements, funding for the replacement of the District assets, and has kept rates the lowest in Solano County.

District staff is starting the process to comply with Proposition 218 for the intended rate increases and has prepared a public notice. The Notice of Proposed Increase in Sewer Service Charges and Public Hearing will be mailed to all property owners that are served by the District on January 24, 2012 with the public hearing set for March 26, 2012. A copy of that notice is attached.

The proposed rate increase will be effective July 1, 2012 following the adoption of the Annual Budget and Long-Term Financial Plan.

Fiscal Impact: Processing and mailing costs is approximately \$24,000.

Recommendation: Staff recommends approval of the mailing of the Proposition 218 notice.

NOTICE TO PROPERTY OWNERS OF PUBLIC HEARING ON PROPOSED INCREASE IN SEWER SERVICE CHARGES
EFFECTIVE JULY 1, 2012

Fairfield-Suisun Sewer District (District) provides wastewater collection, treatment, and disposal services to the cities of Fairfield and Suisun City. The District maintains wastewater treatment plant that process approximately 15 million gallons per day; 13 wastewater pump stations; 70 miles of sewer pipes and other related facilities such as manholes and laterals. More information about the District is available on District website at www.fssd.com

Current and proposed charges for the Customer Classes are shown below. The District's monthly rate is the lowest in all of Solano County and other neighboring agencies. The rate increase is due to the increasing regulatory and operating costs and to ensure adequate maintenance and replacement reserves, as projected in the District's 2011/12 Budget and Long-Term Financial Plan, available on District website or by contacting the District. The proposed increase was a result of the most recent sewer rate study.

Customer Class	Current Year	Year 1 FY2012-13	Year 2 FY2013-14	Year 3 FY2014-15	Year 4 FY2015-16	Year 5 FY2016-17
Residential (monthly rate)	\$28.21	\$29.68	\$31.23	\$32.85	\$34.56	\$36.35
Commercial – Regular Strength*	\$2.14	\$2.27	\$2.42	\$2.57	\$2.73	\$2.90
Commercial – Special Strength*						
Industrial**						
Flow	\$1,728.35	\$1,856.14	\$1,993.39	\$2,140.78	\$2,299.07	\$2,469.06
Biochemical Oxygen Demand	\$300.96	\$310.37	\$320.08	\$330.09	\$340.41	\$351.05
Suspended Solids	\$156.62	\$161.66	\$166.86	\$172.22	\$177.76	\$183.48

* based on flow (hundred cubic feet)

** based on flow (million gallons) and strength (1,000 pounds)

The District will hold public hearing on the proposed sewer service charges on Monday, March 26, 2012 at 6:00 p.m. in the District Board Room, 1010 Chadbourne Road, Fairfield, California 94534.

Written protest regarding the proposed sewer service charge increases may be mailed or delivered to the District by noon on March 26, 2012 to ensure full review. Please call (707) 429-8930 for questions.



Fairfield-Suisun Sewer District
1010 Chadbourne Road
Fairfield, CA 94534

Important Notice – Proposed Sewer Service Charge Increase

Presorted

Fairfield - Suisun Sewer District

Resolution No. 2012-xx

Resolution of Appreciation

To

Chuck Timm

Whereas, Chuck Timm has served since 2008 on the Board of Directors of the Fairfield-Suisun Sewer District; and

Whereas, he has served on the Executive Committee of the Fairfield-Suisun Sewer District since 2008 and as Vice President from 2010 through 2011; and

Whereas, he has exercised leadership in providing policy direction for the District and has discharged the duties of office with integrity and dedication to the public good;

Now, therefore, be it resolved, that the Board of Directors of the Fairfield-Suisun Sewer District hereby expresses its sincere appreciation for his years of service and its best wishes for continuing success in all his future endeavors.

Unanimously Passed and Adopted this 23rd day of January 2012.

Sam Derting, President

ATTEST:

Vana J. Lopez, District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

January 4, 2012

OM-120.05/0912

MEMORANDUM

TO: Greg Baatrup *GB*
THROUGH: Richard A. Althouse *RA*
FROM: Giti Heravian *GH*
SUBJECT: Monthly Operating Summary – December, 2011

Plant Operations

Monthly Numbers:

Influent Flow Daily Average	12.56 MGD
Reclaimed Flow Daily Average	0.210
Permit Samples Analyzed	545
Permit Excursions	0
Percent Samples in Compliance	100%
TSS Daily Average Influent	261 mg/L
BOD Daily Average Influent	316 mg/L
TSS Daily Average Effluent	<1.0 mg/L
BOD Daily Average Effluent	<2.0 mg/L
Issued Work Orders	992
Completed Work Orders	1,227

Annual Numbers: (January - December 2011)

Influent Flow Daily Average	15.25MGD
Reclaimed Flow Daily Average	0.34 MGD
Permit Samples Analyzed	6,201
Permit Excursions	0
Percent Samples in Compliance	100%
Issued Work Orders	14,152
Completed Work Orders	14,274



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GREGORY G. BAATRUP, GENERAL MANAGER

January 4, 2012

OM-120.05/0912

MEMORANDUM

TO: Greg Baatrup *GB*

THROUGH: Richard A. Althouse *RA*

FROM: Giti Heravian *GH*

SUBJECT: Monthly Operating Summary – November, 2011

Plant Operations

Monthly Numbers:

Influent Flow Daily Average	13.340 MGD
Reclaimed Flow Daily Average	0.138
Permit Samples Analyzed	545
Permit Excursions	0
Percent Samples in Compliance	100%
TSS Daily Average Influent	251 mg/L
BOD Daily Average Influent	278 mg/L
TSS Daily Average Effluent	<1.0 mg/L
BOD Daily Average Effluent	<2.0 mg/L
Issued Work Orders	1,364
Completed Work Orders	1,235

Annual Numbers: (January - November 2011)

Influent Flow Daily Average	15.49MGD
Reclaimed Flow Daily Average	0.35 MGD
Permit Samples Analyzed	5,656
Permit Excursions	0
Percent Samples in Compliance	100%
Issued Work Orders	13,256
Completed Work Orders	13,090




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
January 4, 2012

OM-120.05/0912

MEMORANDUM

TO: Greg Baatrup 

THROUGH: Richard A. Althouse 

FROM: Giti Heravian 

SUBJECT: Monthly Operating Summary – October, 2011

Plant Operations

Monthly Numbers:

Influent Flow Daily Average	13.34 MGD
Reclaimed Flow Daily Average	0.138
Permit Samples Analyzed	586
Permit Excursions	0
Percent Samples in Compliance	100%
TSS Daily Average Influent	251 mg/L
BOD Daily Average Influent	278 mg/L
TSS Daily Average Effluent	<1.0 mg/L
BOD Daily Average Effluent	<2.0 mg/L
Issued Work Orders	1,149
Completed Work Orders	1,096

Annual Numbers: (January - October 2011)

Influent Flow Daily Average	15.70MGD
Reclaimed Flow Daily Average	0.38 MGD
Permit Samples Analyzed	5,111
Permit Excursions	0
Percent Samples in Compliance	100%
Issued Work Orders	11,892
Completed Work Orders	11,855

**FAIRFIELD-SUISUN SEWER DISTRICT
INVESTMENT REPORT
FOR THE QUARTER ENDED DECEMBER 31, 2011**

Section 1: Available District Funds

Asset Detail

Instrument	Date of Maturity	Par Value	Carry Value	Market Value	Current Yield	Estimated Annual Income
Wells Fargo Bank Money Market	N/A	\$ 8,038,222	\$ 8,038,222	\$ 8,038,222	0.40%	\$ 32,153
State Local Agency Investment Fund	N/A	5,000	5,000	5,000	0.38%	19
Totals		\$ 8,043,222	\$ 8,043,222	\$ 8,043,222		\$ 32,172

Summary of Portfolio Securities

	Market Value
Wells Fargo Bank Money Market	\$ 8,038,222
State L.A.I.F.	5,000
	<u>\$ 8,043,222</u>

Summary of Maturities

	Market Value
0-2 year	\$ 8,043,222
	<u>\$ 8,043,222</u>

NOTES:

Carry Value means the purchase cost of an asset.

Current Yield is an approximation of the gross income an asset is projected to earn annually, expressed as a percentage of the asset's market value.

Market Value is an approximation of the total worth of the asset and fluctuates on a daily basis depending on market factors.

Market Values, Current Yields and Estimated Annual Income are from the following sources:

Local Agency Investment Fund monthly statement

Wells Fargo Bank monthly account statement

All investments are in compliance with the District's current investment policy. The District has sufficient funds to meet its expense requirements for the next six months.

Prepared by Aileen Lauermann 1/4/12
Treasurer Date

**FAIRFIELD-SUISUN SEWER DISTRICT
INVESTMENT REPORT
FOR THE QUARTER ENDED DECEMBER 31, 2011**

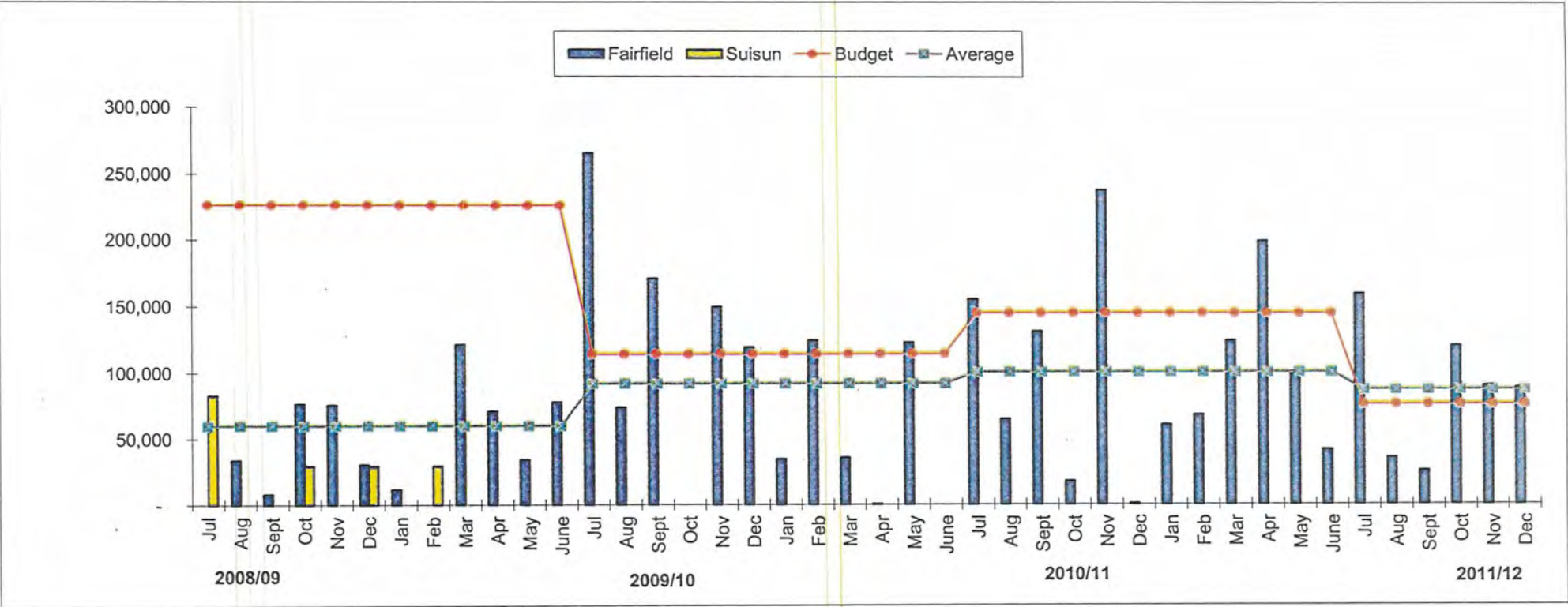
Section 2: Bond Reserve Funds

Asset Detail					
Instrument	Date of Maturity	Carry Value	Market Value	Current Yield	Estimated Annual Income
2001 Refunding Bond Reserve:					
Federal National Mortgage Association	4/20/2012	\$ 1,359,416	\$ 1,346,097	1.86%	\$ 25,037
Wells Fargo Money Market	N/A	12,553	12,553	0.01%	1
Totals		\$ 1,371,969	\$ 1,358,650		\$ 25,038

Summary of Portfolio Securities	<i>NOTES:</i>								
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right;">Market Value</th> </tr> </thead> <tbody> <tr> <td>Federal National Mortgage Association</td> <td style="text-align: right;">\$ 1,346,097</td> </tr> <tr> <td>Wells Fargo Money Market</td> <td style="text-align: right;">12,553</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$ 1,358,650</td> </tr> </tbody> </table>		Market Value	Federal National Mortgage Association	\$ 1,346,097	Wells Fargo Money Market	12,553		\$ 1,358,650	<p><i>Carry Value</i> means the purchase cost of an asset.</p> <p><i>Current Yield</i> is an approximation of the gross income an asset is projected to earn annually, expressed as a percentage of the asset's market value.</p> <p><i>Market Value</i> is an approximation of the total worth of the asset and fluctuates on a daily basis depending on market factors.</p> <p>Market Values, Current Yields and Estimated Annual Income are from the following sources: BNY Trust Company, N.A. statements</p> <p>All investments are in compliance with the District's current investment policy. The District has sufficient funds to meet its expense requirements for the next six months.</p>
	Market Value								
Federal National Mortgage Association	\$ 1,346,097								
Wells Fargo Money Market	12,553								
	\$ 1,358,650								
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Summary of Maturities	Market Value								
0-2 year	\$ 1,358,650								
	\$ 1,358,650								

Prepared by Jelen Saumana 1/4/12
Treasurer Date

Fairfield-Suisun Sewer District Capacity Fee Revenue



Fairfield-Suisun Sewer District Board Calendar

February 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 4pm Exec	22	23	24	25
26	27 6pm Bd	28	29			

*February 21 – Executive Committee Meeting at 4 PM
(Tuesday, as rescheduled for holiday)*

February 27 – Board of Directors Meeting at 6 PM

March 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12 CASA	13 CASA	14 CASA	15	16	17
18	19 4pm Exec	20	21	22	23	24
25	26 6pm Bd	27	28	29	30	31

March 12 - 14 – CASA Washington D.C. Conference

March 19 – Executive Committee Meeting at 4 PM

March 26 – Board of Directors Meeting at 6 PM

April 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 4pm Exec	17	18	19	20	21
22	23 6pm Bd	24	25	26	27	28
29	30					

April 16 – Executive Committee Meeting at 4 PM

April 23 – Board of Directors Meeting at 6 PM

April 25 - 27 – CASA Conference, Napa