



FAIRFIELD-SUISUN SEWER DISTRICT

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

Board of Directors Meeting Agenda

BOARD OF DIRECTORS

RICK VACCARO, PRESIDENT

LORI WILSON, VICE PRESIDENT

ANTHONY ADAMS

PAM BERTANI

JANE DAY

CATHERINE MOY

HARRY PRICE

MICHAEL SEGALA

CHUCK TIMM

WANDA WILLIAMS

Meeting Date: Monday, November 25, 2019

Meeting Place: 1010 Chadbourne Road
Fairfield, California

Meeting Time: 6:00 p.m.

Teleconference Notice:

Director Jane Day will be participating from a teleconference location at 301 Morgan Street, Suisun City, CA 94585.

Director Catherine Moy will be participating from a teleconference location at 3089 Potrero Way, Fairfield, CA 94534

1. Roll Call
2. Pledge of Allegiance
3. Public Comments
4. Director Comments
5. General Manager Report

| | |
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-- End of Agenda --

The Fairfield-Suisun Sewer District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact us at (707) 429-8930 at least 48 hours before the meeting if you require such modification or accommodation.

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative offices located at the above address.

Members of the public may speak on any matter within the jurisdiction of the Fairfield-Suisun Sewer District by filling out a speaker's request card, available on the table adjacent to the entrance to the board meeting room, and submitting the card to the District Clerk. Comments not listed on the agenda will be taken under Public Comments. Comments on matters appearing on the agenda will be taken during consideration of the item.

Board of Directors Meeting

Date: Monday, October 28, 2019

Meeting Place: 1010 Chadbourne Road, Fairfield, California

Meeting Time: 6:02 p.m.

1. Roll Call – The meeting was called to order with the following members present: Directors Vaccaro, Wilson (arrived at 6:06 p.m.), Adams, Price, Segala, and Timm. Directors Bertani, Day, Moy, and Williams were absent.
2. Pledge of Allegiance was led by Director Segala.
3. Public Comments – No comments.
4. Director Comments – Director Wilson and Segala welcomed and greeted the District staff and public. Director Price thanked the District for the Staff Appreciation luncheon held October 2nd. Directors Vaccaro, Adams, Price, and Segala shared concern over the fires and the Public Safety Power Shutoff in the surrounding areas.
5. General Manager Report – General Manager Baatrup provided a report on the following:
 - (a) Referred the Board to the Quarterly General Manager’s Report in the agenda packet that highlights the significant activities and projects that occurred during the third quarter of the calendar year 2019.
 - (b) Reported the District was subjected to a second Public Safety Power Shutoff. Power was not lost at the Treatment Plant as announced; however, power was shutoff to two pump stations, CBC and Crystal Pump Stations. The backup systems kicked in and no sewer service was interrupted, nor wastewater spilled. The power was restored in less than 24 hours and systems returned to normal condition.
 - (c) Introduced new employee Nicole Van Aken who fills the Laboratory Manager position that was vacated by Giti Heravian who retired in September 2019.
6. Consent Calendar
 - (a) Approve Minutes of Meeting September 23, 2019.
 - (b) Adopt Resolution 2019-14, Rescinding the Previous Conflict of Interest Codes and Adopting a New Conflict of Interest Code.

Upon motion by Director Timm, seconded by Director Wilson, Consent Calendar was approved/adopted by the following vote:

AYES: Vaccaro, Wilson, Adams, Price, Segala, Timm,
NOES: None
ABSENT: Bertani, Day, Moy, Williams
ABSTAIN: None

7. Discussion Items

- (a) Received report on the Third Year of Operation: Organic Material Recovery Center at the Fairfield-Suisun Sewer District. Director of Engineering Damerel also gave a brief PowerPoint presentation highlighting the biosolids processed and upcoming efforts. The Board engaged Director of Engineering Damerel about responsibilities for on-going pavement maintenance and other anticipated process changes that may enhance District operations.

8. Action Items – None.

9. Information Items

- (a) Received Quarterly Investment Report. Director Adams expressed concern over the rate of return on District investments and the budget implications and asked for a future agenda item to review investment strategy. Staff and Directors commented on the investment strategies and the limitations of established government investment regulations. There was consensus to have District investment advisor provide a discussion on investment strategies at the April 2020 Board of Directors meeting.
- (b) Board Calendar – No comments.
- (c) Receive Report on 2018/2019 California Legislation Session. The CASA committee identified 42 bills as having some impact on water/wastewater agencies. Several bills were deemed to be CASA priority issues with CASA staff and the CASA State Legislative Committee actively engaging in the bill development.

10. Closed Session: Gov. Code Section 54957: Public Employee Performance Evaluation – Title: General Manager.

The Board reconvened from Closed Session, reporting the Board has completed, delivered, and discussed the evaluation with the General Manager.

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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

November 21, 2019

MEMORANDUM

TO: Board of Directors

FROM: Gregory G. Baatrup, General Manager

SUBJECT: Board Meeting Schedule for 2020

Recommendation:

Review and discuss the schedule in the attached resolution.

Background:

Every November, the Board adopts a schedule for the regular meetings of the Executive Committee and the Board. If additional meetings are needed, the Board can schedule special meetings between regular meetings to conduct District business.

Regular Executive Committee meetings are scheduled for the 3rd Monday of each month and regular Board of Directors meetings are scheduled for the 4th Monday of each month. Based on past experiences, the Board of Directors has realized establishing a quorum may be difficult in February (CASA Washington DC Conference), May (when the Memorial Day Holiday falls on the fourth Monday), August (Summer vacations), and December (Christmas Holiday). The Board has therefore not scheduled regular Board Meetings in these months.

In calendar year 2020, there are two dates where the regular meetings conflict with holidays. The Martin Luther King Holiday which is January 20th and a regular Executive Committee meeting day and Memorial Day Holiday which is May 25th and a regular Board of Directors meeting day. Prior to setting the schedule, the Board should consider the options for these meetings. Options include 1) Conduct the meeting as scheduled, 2) Reschedule a day after the Holiday or another date, or 3) Cancel the meeting.

At the November 18, 2019 Executive Committee, the members recommended moving the January 20th Executive Committee meeting to January 13th and not scheduling a Board meeting in May. The attached draft of Resolution No. 2019-15 presents a schedule as recommended by the Executive Committee.

Attachment: #1 – Resolution No.2019-15, Establishing the Regular Meeting Schedule for 2020

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2019-15

A RESOLUTION ESTABLISHING THE REGULAR MEETING SCHEDULE FOR 2020

WHEREAS, the Fairfield-Suisun Sewer District Act establishes a Board of Directors and the Board of Directors established an Executive Committee of the Board; and,

WHEREAS, the California State Legislature passed the Ralph M. Brown Act in 1953 guaranteeing the public’s right to attend and participate in meetings of local legislative bodies; and,

WHEREAS, Board of Directors desires to provide advanced notice to the public of its regular meetings;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT:

- 1) Table 1 is the adopted schedule for regular meetings of the Board of Directors and the Executive Committee for 2020.

Table 1

| Month | Executive Committee | Board of Directors |
|-----------|-------------------------------|-------------------------------|
| January | 4:30 pm, Monday, January 13 | 6:00 pm, Monday, January 27 |
| February | No Meeting | No Meeting |
| March | 4:30 pm, Monday, March 16 | 6:00 pm, Monday, March 23 |
| April | 4:30 pm, Monday, April 20 | 6:00 pm, Monday, April 27 |
| May | 4:30 pm, Monday, May 18 | No Meeting |
| June | 4:30 pm, Monday, June 15 | 6:00 pm, Monday, June 22 |
| July | 4:30 pm, Monday, July 20 | 6:00 pm, Monday, July 27 |
| August | No Meeting | No Meeting |
| September | 4:30 pm, Monday, September 21 | 6:00 pm, Monday, September 28 |
| October | 4:30 pm, Monday, October 19 | 6:00 pm, Monday, October 26 |
| November | 4:30 pm, Monday, November 16 | 6:00 pm, Monday, November 23 |
| December | No Meeting | No Meeting |

- 2) All the above meetings shall be held at the District Administrative offices at 1010 Chadbourne Road, Fairfield, California.
- 3) The General Manager is hereby authorized and directed to take all steps necessary and proper to implement this resolution in accordance with District policies and procedures.

PASSED AND ADOPTED this 25th day of November 2019, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSENT: Directors _____

President

ATTEST: _____
District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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

November 21, 2019

MEMORANDUM

TO: Board of Directors

THROUGH: Gregory G. Baatrup, General Manager

FROM: Helen Gaumann, Director of Administrative Services

SUBJECT: Comprehensive Annual Financial Report and Independent Auditor's Report for the year ended June 30, 2019

Recommendation:

Receive report and discuss.

Background:

Every year District staff produces a Comprehensive Annual Financial Report (CAFR) to provide accurate and meaningful information concerning the District's financial condition and performance. The CAFR is prepared according to guidelines of the Government Finance Officers Association (GFOA) and the Governmental Accounting Standards Board (GASB). The District has received an Award for Excellence for its CAFR for the last 21 years.

The District's basic financial statements are audited by an independent accounting firm and the Independent Auditors' Report is incorporated into the CAFR. Cropper Accountancy Corporation (CAC) conducted audit of the District's basic financial statements for the fiscal year ending June 30, 2019.

Discussion:

The independent audit of the District's basic financial statements for the fiscal year ended June 30, 2019 was recently completed and CAC issued an "unmodified opinion", the most favorable type of opinion available. This opinion means that the District's financial statements were fairly presented in all material respect in accordance with the generally accepted accounting principles (GAAP), as established by GASB. CAC's report on the basic financial statements can be found on pages 1-2 of the CAFR.

In addition, CAC issued an independent report on the District's internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards. This report can be found on pages 53-54 of the CAFR.

Comprehensive Annual Financial Report and Independent Auditor's Report for the year ended
June 30, 2019
November 21, 2019
Page 2 of 2

Lastly, CAC performed a Single Audit in compliance with the requirements of the federal grants associated with the Blower project. The result of the Single Audit is a report on the compliance on federal program and on internal control over compliance required by the Uniform Guidance. The report can be found on pages 73-78 of the CAFR.

John Cropper of CAC is scheduled to brief the Board of Directors on their audit process and the result of their audits. A copy of the draft presentation is included as Attachment #2.

Attachment: #1 – Comprehensive Annual Financial Report for the Year Ended June 30, 2019
#2 – Copy of slides for CAC presentation

Comprehensive Annual Financial Report

For the Year Ended June 30, 2019



Fairfield-Suisun Sewer District



Comprehensive Annual Financial Report

For the Year Ended June 30, 2019

Fairfield-Suisun Sewer District protects public health and the environment for the communities we serve in an efficient, responsible and sustainable manner.



Prepared by the Finance Department
Fairfield-Suisun Sewer District
www.fssd.com

FAIRFIELD-SUISUN SEWER DISTRICT
Comprehensive Annual Financial Report
For the Year Ended June 30, 2019

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Introductory Section

The Fairfield-Suisun Sewer District as a special District, owns and operates a system of sanitary sewers and pumping stations, used to oversee wastewater collection and treatment. Looking at two Intermediate Clarifiers, this process slows the flow down in order to settle out any dead or sloughed off Zooglia mass from the Oxidation Towers. After the solids are gathered and removed they are pumped into the Gravity Belt Thickener.





FAIRFIELD-SUISUN SEWER DISTRICT

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

October 4, 2019

Board of Directors
Fairfield-Suisun Sewer District
Fairfield, California

Subject: Comprehensive Annual Financial Report
For the Year Ended June 30, 2019

It is a pleasure to submit the Fairfield-Suisun Sewer District's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2019. Responsibility for the accuracy, completeness and fairness of the data presented, including all disclosures, rests with the District. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner designed to present fairly the financial position and results of District operations. Included are all disclosures necessary to enable the reader to gain the maximum understanding of the District's financial activities.

The CAFR is presented in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB). GAAP requires management to provide a narrative introduction, overview, and analysis, in the form of a Management's Discussion and Analysis (MDA), to accompany the basic financial statements. This letter of transmittal is designed to complement the MDA and should be read in conjunction with it. The District's MDA can be found immediately following the independent auditor's report in the financial section.

The Reporting Entity

The Fairfield-Suisun Sewer District (District) is a special district which serves all territory within the cities of Fairfield and Suisun City. It was formed by an act of the California State Legislature on May 5, 1951. The act defined the District's boundaries as the boundaries of the cities. Any territory annexed to either city is also annexed to the District, and in general, no property can be served by the District if it is not in either city.

In September of 2002, the District amended its enabling act language, under AB776, to authorize the acceptance of sewage emanating from buildings that lie outside the District's boundaries for developed parcels that were connected to the District's sewage treatment system before March 1, 2002. The District's change in enabling act language also allows for a contract with Solano County, or other public entities, for the disposal of sewage emanating

from buildings outside the District's service area, if the District determines that the contract furthers the protection of public health and safety and is in the best interest of the District.

The District has broad powers to finance, construct, and operate systems for the treatment, collection and disposal of sewage, stormwater, and recycled water systems within the District's jurisdiction. Its 10-member Board of Directors consists of the members of the city councils of the two cities. The Board president is elected by the Board from among its members. The District's day-to-day operations are managed by the General Manager, who reports directly to the Board of Directors.

Factors Affecting Financial Condition

Local Economic Condition and Outlook

The District is headquartered in Fairfield, California and serves the cities of Fairfield and Suisun City, contiguous cities in Solano County, California. The cities are located along Interstate 80, midway between San Francisco and Sacramento, the state capital. The cities lie in a large valley surrounded by rolling hills. Fairfield is the Solano County seat and houses most county government activities while Suisun City is one of California's oldest cities. Suisun City sits approximately 15 feet above sea level, and a network of sloughs, navigable by small boats, extends from the city to San Francisco Bay.

The area is noted for its moderate climate. It is protected from ocean fog by a low range of hills and is cooled by prevailing sea breezes during the summer. Good visibility and a climate free from extremes were among the factors that influenced the location of Travis Air Force Base in Fairfield. Favorable climate, short drive to major cities, ocean, mountains, and affordable housing have been some of the factors in the areas' past residential growth.

Major employers located within the District's boundaries include Travis Air Force Base, County of Solano, Anheuser-Busch Brewery, Jelly Belly, Producers Dairy Foods, North Bay Medical Center, Kaiser Permanente, other large manufacturers and industries, and shopping districts. The District's sewer service charges are stable with approximately 85% coming from residential customers who are billed a flat fee on a monthly basis. Revenues received from commercial and industrial customers comprise the remaining 15% of the total sewer service charges. Sewer service charges for residential customers increased by 3.6% while commercial and industrial customers increased by varying rates. The increases were effective July 1, 2017 and projected to continue through fiscal year 2021/22, in accordance with the corresponding Cost of Service and Rate Study and Proposition 218 Notice, which the District conducts every few years.

The economic condition within the District's service area, in conjunction with Solano County, continued to grow at a strong pace in fiscal year 2018/2019. According to the Bureau of Labor Statistics preliminary report, the unemployment rate in Vallejo-Fairfield area decreased to 3.9% in June 2019, compared to 4.2% in June 2018. Solano County was close to full employment at 3.9% in June 2019 compared to 4.2% in June 2018. The

statewide unemployment rate in June 2019 also improved at 4.2% compared to 4.2% in June 2018.

Although more jobs within Solano County are needed, consumer confidence is improving, and economic forecast looks favorable. The City of Suisun City is almost at built out. However, the City of Fairfield is projecting continued growth over the next ten years, with approximately 4,200 new single and multi-family homes in the ten-year development forecast. Real estate cost in the District's service area remains relatively affordable compared to our neighbors in the San Francisco Bay Area. Commercial and industrial developments are continuing to be built, albeit at a gradual pace. The District has expanded its treatment plant primarily for this projected growth and is ready to service the growing service area.

Budget and Long-Term Financial Planning

The District is not legally required to adopt a budget or to present budgetary comparison information. In its commitment to fiscal responsibility, the District prepares a biennial budget, along with a ten-year financial plan, which is approved and adopted biennially by the Board of Directors. Status updates and budgetary comparisons are presented to the Board of Directors on non-budget years.

Budgetary control is maintained at the department level for administrative and operating expenses and at the project level for capital improvements. New construction projects are individually approved by the Board.

Major Initiatives

During fiscal year 2018/19, the District initiated and/or completed various major maintenance projects, mostly replacements, and upgrades to different portions of the treatment plant. District management is proactive in the maintenance and upgrade of the treatment plant facilities particularly as it ages, to ensure it remains operational at optimum condition. Significant initiatives during the fiscal year included the following:

Treatment Plant Rehabilitation Project – Many of the paved roads at the District's wastewater treatment plant were built during the original plant construction in the late 1970s or plant expansion in the early 1980s. In order to preserve plant roads in good working order, the District performs periodic asphalt maintenance including crack filling, slurry sealing, milling, and overlaying new asphalt. Crack filling and slurry sealing will extend pavement life by 5-7 years by providing a new wearing surface on top of the pavement, while milling and overlaying new asphalt extends the life by 10+ years by providing a new structural layer of asphalt. The cost of this project is approximately \$263,000.

National Pollutant Discharge Elimination System Permit (NPDES) Renewal - The District's wastewater NPDES discharge permit for the treatment plant is the most critical permit held by the District, as it translates the requirements of the Clean Water Act into specific provisions tailored to the District. It also governs the allowable pollutant levels in water discharged from the plant and specifies design and operational parameters for District

facilities. Permits must be renewed every five years; the Districts current permit expires on April 30, 2020. The cost of this consulting project is approximately \$120,000.

Digester Reliability Improvement Project – The District’s anaerobic digester system is a treatment process used to convert waste solids into heat and energy. Primary and secondary sludges are biologically stabilized in the digesters before being delivered to the Lystek Organic Material Recovery Center (OMRC) for conversion to biofertilizer. The biogas that is produced in the digester process is combusted in cogeneration engines to produce electricity for the treatment plant (about 35% of the plant’s total energy consumption).

The digestion facilities were constructed in the early 1980s, and many of the original components are over 35 years old. Improvements were made to the Anaerobic Digester No. 1 mixing system in 2010 and that digester has been in service ever since. For maintenance and reliability purposes, Anaerobic Digester No. 2 needs similar improvements to fully function. Furthermore, various problems have occurred in the digester system, including failure of a portion of the sludge piping inside the building, the partial failure of the emergency boiler’s insulation, failure of the emergency boiler’s control system, and inefficient temperature control systems for the digesters. In order to keep the facility operational and efficient, major maintenance and rehabilitation efforts are required. The cost of this design services is approximately \$500,000.

Internal Control Structure

The District’s management is responsible for establishing and maintaining a system of internal accounting controls. The objectives of internal controls are to provide management with reasonable, but not absolute, assurance regarding 1) the safeguarding of assets against loss from unauthorized use or disposition, and 2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that: 1) the cost of a control should not exceed the benefits likely to be derived, and 2) the evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the District’s internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Independent Audit

California state statutes and bond covenants require an annual independent audit of the books of accounts and financial records of the District. The firm, Cropper Accountancy Corporation was contracted to conduct this year’s audit. Their unmodified opinion is included in the Financial Section of this report.

Awards and Recognition

The District is the recipient of numerous awards of excellence at the local, state and national level for maintaining an efficient, well-run treatment plant. These awards are received from

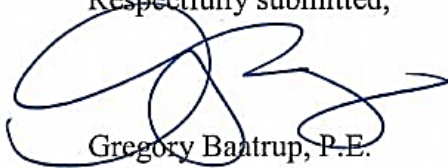
the local chapter of the California Water Environment Association (CWEA), the state CWEA, the national Water Environment Federation, and the National Association of Clean Water Agencies (NACWA). Awards regularly received are Plant of the Year, Collection System of the Year, Burke Award for Safety, Excellence in Management Recognition, and awards for individual achievements. The District recently received the NACWA Platinum Award for five continuous years of zero violations.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Fairfield-Suisun Sewer District for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018. The Certificate of Achievement is a prestigious national award, recognizing conformance with the highest standards for preparation of state and local government financial reports. In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized Comprehensive Annual Financial Report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that our current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement Program's requirements, and we are submitting it to the GFOA to determine its eligibility for another certificate.

Acknowledgments

This report could not have been accomplished without the dedicated effort of Olivia Ruiz, District Senior Accountant, who worked many hours to prepare this report. Special appreciation is extended to the entire Finance and Administrative teams, and other staff members who provided information and participated in the preparation of this report. Recognition is also given to District management and to our governing board for its continued support in maintaining the highest standards of professionalism in the management of the District's finances.

Respectfully submitted,



Gregory Bantrup, P.E.
General Manager



Helen Gaumann, CPA
Director of Administrative Services

FAIRFIELD-SUISUN SEWER DISTRICT
Principal Officers for the Year Ended June 30, 2019

Board of Directors

Rick Vaccaro, President

Lori Wilson, Vice President

Anthony Adams

Pam Bertani

Jane Day

Catherine Moy

Harry Price

Chuck Timm

Michael Segala

Wanda Williams

Executive Staff

Greg Baatrup, General Manager

Talyon Sortor, Assistant General Manager

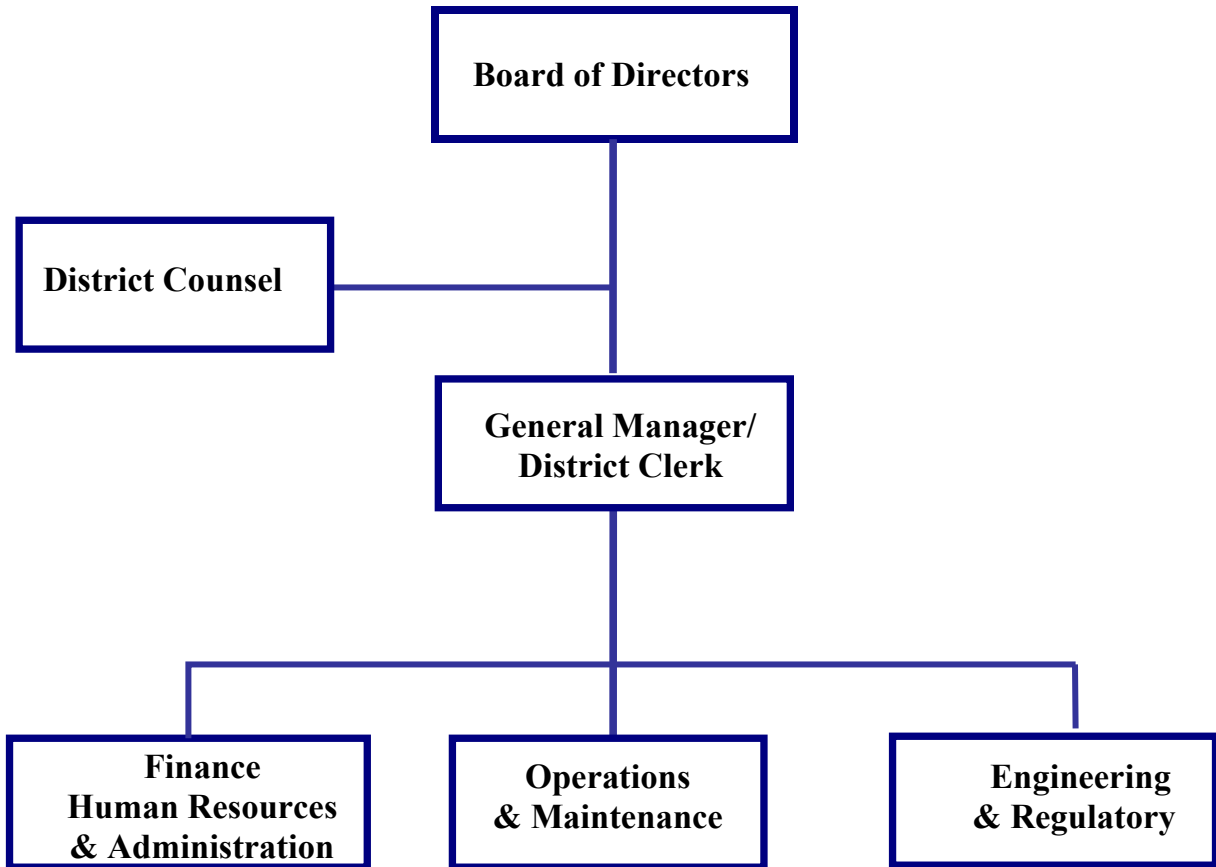
Helen Gaumann, Director of Administrative Services

Jordan Damerel, Director of Engineering

District Counsel

Bernadette Curry

FAIRFIELD-SUISUN SEWER DISTRICT
Organization



FAIRFIELD-SUISUN SEWER DISTRICT
Certificate of Achievement for Excellence in Financial Reporting



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Fairfield-Suisun Sewer District
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

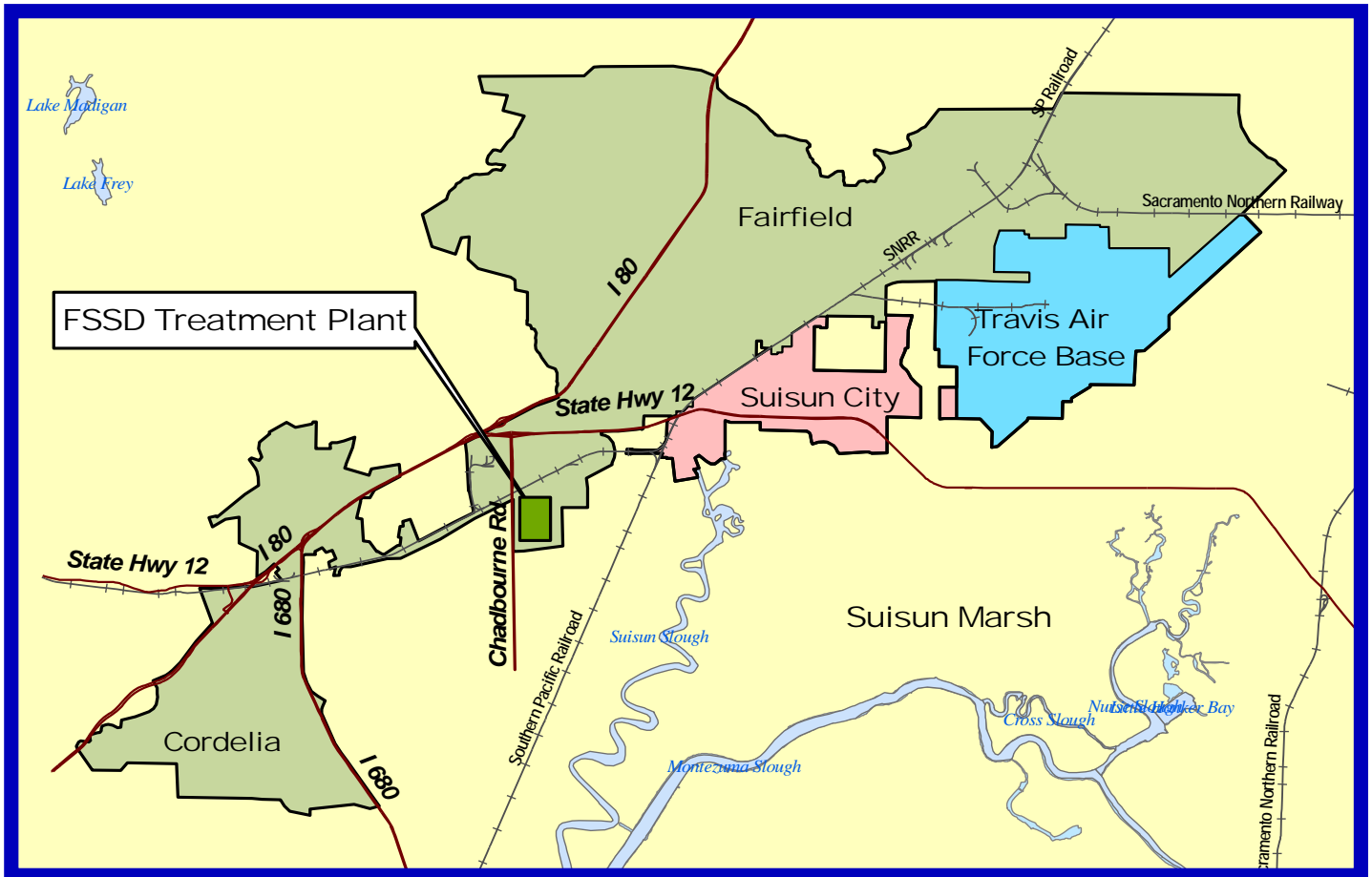
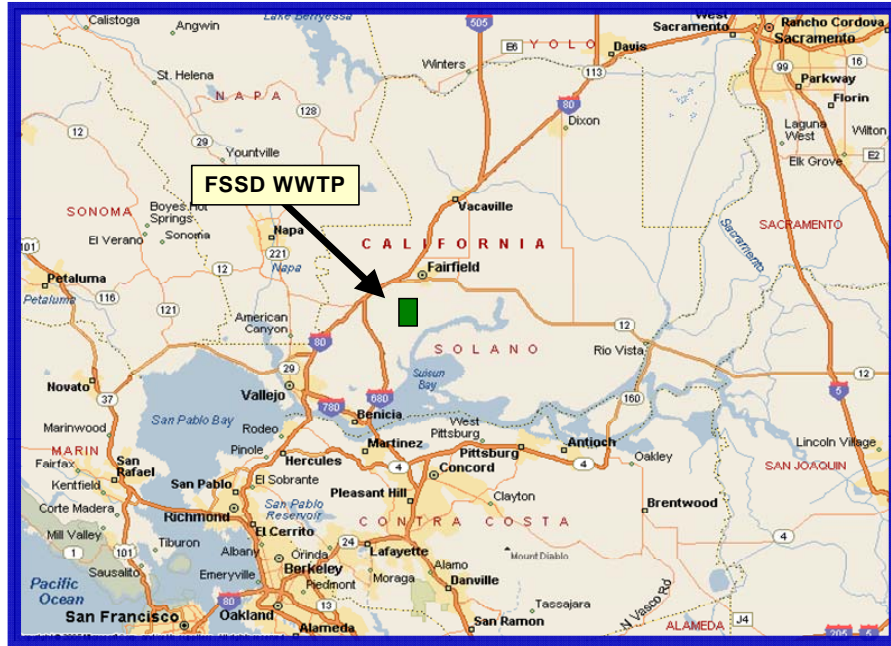
June 30, 2018

Christopher P. Morill

Executive Director/CEO

FAIRFIELD-SUISUN SEWER DISTRICT

Location Map



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Financial Section

Receiving Waters—Suisun Marsh and Duck Clubs

As part of the District's mission to safeguard public health, we take action to protect the environmentally sensitive Suisun Marsh. The Marsh is the nation's largest brackish water marsh and the largest wetland on the Pacific Coast. Our advanced treatment technology ensures our final effluent water, which is discharged into the marsh, meets stringent water quality standards set by Federal, State, and Regional agencies.



INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Fairfield-Suisun Sewer District

Report on the Financial Statements

We have audited the accompanying basic financial statements of the Fairfield-Suisun Sewer District, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Fairfield-Suisun Sewer District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the activities of the Fairfield-Suisun Sewer District, as of June 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 – 11 be presented to supplement the basic financial statements. Such

information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Fairfield-Suisun Sewer District's basic financial statements. The introductory section and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 4, 2019, on our consideration of the Fairfield-Suisun Sewer District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Fairfield-Suisun Sewer District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Fairfield-Suisun Sewer District's internal control over financial reporting and compliance.


CROPPER ACCOUNTANCY CORPORATION

Walnut Creek, California

October 4, 2019

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

This section of the District's Comprehensive Annual Financial Report presents management's discussion and analysis (MDA) of the District's financial performance during the fiscal year ended June 30, 2019. Please read it in conjunction with the transmittal letter at the front of this report and the District's financial statements and accompanying notes, which follow this section.

The information in this MDA is presented under the following headings:

- Overview of the Basic Financial Statements
- Financial Highlights and Analysis
- Capital Assets
- Debt Administration
- General Enterprise Function
- Using This Annual Report
- Request for Information

Overview of the Basic Financial Statements

The District's basic financial statements are comprised of two components: 1) Basic financial statements, 2) Notes to basic financial statements. In addition to the basic financial statements, the report also contains supplementary required information.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. As a special-purpose government, the District reports its financial statements in accordance with business-type activities known as enterprise funds. Enterprise funds are self-supporting funds that charge fees to users to cover the cost of operations, maintenance, capital asset improvements, and replacements. Enterprise funds are reported on the "accrual basis" of accounting similar to what is used by private sector companies.

The fund financial statements consist of the following: Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, Statement of Cash Flows, and Notes to Financial Statements.

The Statement of Net Position includes all the District's assets, deferred outflows, liabilities, and deferred inflows and provides information about the nature and amount of investment in resources (assets) and obligations (liabilities). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

All the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Position. This statement measures the success of the District's operations over the past year and can be used to determine its profitability, creditworthiness, and whether the District has successfully recovered all its costs through its sewer fees and other charges.

The final required financial statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the District's cash receipts and cash payments made during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and capital and non-capital investing activities.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

Financial Highlights and Analysis

Financial Highlights

This discussion is intended to serve as an introduction to the District's basic financial statements. As noted earlier, net position may serve over time as a useful indicator of the District's financial position.

- Total assets increased by 14.0%
- Deferred outflows of resources increased by 52.3%
- Total liabilities increased by 49.9%
- Deferred inflows of resources increased by 71.3%
- Net position increased by 8.1%
- Total revenues increased by 9.5% while capacity fees increased by 44.3%
- Total expenses experienced a moderate increase of 2.3%.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

Financial Analysis

The following is the District's Condensed Statement of Net Position for fiscal year ended June 30, 2019 as compared to fiscal year ended June 30, 2018:

| (\$000) | Fiscal Year Ended June 30, | | Increase | Percent |
|----------------------------------|----------------------------|------------------|-----------------|-------------|
| | 2019 | 2018 | (Decrease) | |
| Current and other assets | \$ 55,214 | \$ 44,222 | \$ 10,992 | 24.9% |
| Capital assets | 73,713 | 68,860 | 4,853 | 7.0% |
| Total assets | 128,927 | 113,082 | 15,845 | 14.0% |
| Deferred outflow of resources | 5,568 | 3,655 | 1,913 | 52.3% |
| Long-term liabilities | 25,185 | 16,620 | 8,565 | 51.5% |
| Other liabilities | 3,760 | 2,692 | 1,068 | 39.7% |
| Total liabilities | 28,945 | 19,312 | 9,633 | 49.9% |
| Deferred inflow of resources | 555 | 324 | 231 | 71.3% |
| Net position | | | | |
| Net investment in capital assets | 59,386 | 60,275 | (889) | -1.5% |
| Restricted | | | | |
| Restricted for capital projects | 5,374 | 5,250 | 124 | 2.4% |
| Restricted for debt service | 737 | 737 | - | 0.0% |
| Restricted for major maintenance | 33,755 | 14,951 | 18,804 | 125.8% |
| Unrestricted | 5,744 | 15,888 | (10,144) | -63.8% |
| Total net position | <u>\$ 104,996</u> | <u>\$ 97,101</u> | <u>\$ 7,895</u> | <u>8.1%</u> |

- *Current and other assets* increased by 24.9%. This increase was primarily due to the increase in Cash and Investments balance at year-end as the District is re-building its Major Maintenance Reserve to fund future major repairs and replacements of its aging facilities, as identified in the District's asset management program, which is part of its budget and long-range financial planning process. Cash increases are primarily from the State Revolving Fund loan related to the blower project.
- *Capital assets* increased by 7.0% as work on the blower project was in its second year and nearing completion, increasing CIP at year-end. This project was funded primarily by a low-interest rate State Revolving Fund loan through the California State Water Resources Control Board. The District's treatment plant is built out; therefore, it is anticipated that the net capital assets will stabilize in the next few years until major upgrades & repairs projects get underway.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

- *Deferred outflows of resources* represent transactions related to the GASB 68 and 75. Transactions related to GASB 68 are the net of the differences between projected and actual experience, changes in actuarial assumptions, changes in the District's proportionate share of the pension pool, and contributions subsequent to the measurement date. The amount related to GASB 75, now in its second year of implementation, represents changes in actuarial assumptions, the difference between projected and actual experience, and other postemployment benefit contributions made subsequent to the measurement date.
- *Long-term liabilities* increased by 51.5%, primarily due to the State Revolving Fund borrowing to fund the blower project, and higher Net Other Post Employment Benefit (OPEB) liability, calculated based on the requirements of GASB 75.
- *Other liabilities* increased by 39.7%, primarily due to salaries and benefits accrual and retention held related to the blower project.
- *Deferred inflows of resources* are transactions related to GASB 68 and GASB 75 and are the differences between expectations and actual experience, and changes in actuarial assumptions.
- The *restricted net position* represents resources that are subject to external restrictions on how they may be used. *Restricted for capital projects*, which represents a cumulative unspent portion of capacity fees received increased by 2.4%. It is anticipated that this growing capital reserve balance will fund growth-related projects in the next few years. The *restricted for debt service* is a State Revolving Fund debt covenant requirement, which the District is required to maintain through the life of the debt. Though a new State Revolving Fund loan related to the blower project is currently utilized, there is no requirement to set aside a debt service reserve until repayment has been calculated and scheduled. The *restricted for major maintenance* is reserved for future plant upgrades and replacement as a condition of the original grant received from the Environmental Protection Agency. The amount set aside as major maintenance reserve each year is based on the total major maintenance projects identified in the District's asset management program, updated biennially as part of its budget and long-range planning process.
- The *unrestricted net position* may be used to meet the District's ongoing obligations to ratepayers and creditors. The unrestricted net position includes amount designated as operating reserve equivalent to three months of operating expenses as identified in the District's biennial budget. The decrease is primarily due to the increase in major maintenance reserve.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

Financial Analysis *(Continued)*

The following is the District's condensed statement of revenues, expenses and changes in net position for the fiscal year ended June 30, 2019 as compared to fiscal year ended June 30, 2018:

| (\$000) | Fiscal Year Ended June 30, | | Increase | Percent |
|--|----------------------------|------------------|-----------------|--------------|
| | 2019 | 2018 | (Decrease) | |
| Revenues: | | | | |
| Sewer service charges | \$ 27,549 | \$ 26,046 | \$ 1,503 | 5.8% |
| Drainage fees | 1,619 | 1,598 | 21 | 1.3% |
| Interest income | 923 | 519 | 404 | 77.8% |
| Other | 956 | 194 | 762 | 392.8% |
| Total revenues | <u>31,047</u> | <u>28,357</u> | <u>2,690</u> | <u>9.5%</u> |
| Expenses: | | | | |
| Business operations | 15,549 | 14,941 | 608 | 4.1% |
| Sewer line maintenance | 3,060 | 3,355 | (295) | -8.8% |
| General and administrative | 2,357 | 1,976 | 381 | 19.3% |
| Billing and collection | 621 | 594 | 27 | 4.5% |
| Interest expense | 224 | 238 | (14) | -5.9% |
| Depreciation | 4,341 | 4,449 | (108) | -2.4% |
| Total expenses | <u>26,152</u> | <u>25,553</u> | <u>599</u> | <u>2.3%</u> |
| Income (loss) before capital contributions | 4,895 | 2,804 | 2,091 | 74.6% |
| Add: Capacity fees | 3,000 | 2,079 | 921 | 44.3% |
| Change in net position | <u>7,895</u> | <u>4,883</u> | <u>3,012</u> | <u>61.7%</u> |
| Net position - beginning of period | 97,101 | 94,001 | 3,100 | 3.3% |
| Less: GASB 75 prior period adjustment | - | (1,783) | 1,783 | 100.0% |
| Net position, as restated | <u>97,101</u> | <u>92,218</u> | <u>4,883</u> | <u>5.3%</u> |
| Net position - end of period | <u>\$ 104,996</u> | <u>\$ 97,101</u> | <u>\$ 7,895</u> | <u>8.1%</u> |

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

Financial Analysis *(Continued)*

Analysis of the condensed statement of revenues, expenses and changes in net position for fiscal year ended June 30, 2019, as compared to fiscal year ended June 30, 2018 are as follows:

- *Total revenues* for fiscal year ended June 30, 2019 increased by 9.5%. This increase was a combination of the following: 1) Annual sewer service rate increase of 3.6% in accordance with Proposition 218 Notice issued in January 2017. This annual sewer service charge rate increase, along with moderate growth increase resulted in increased sewer service revenue of 5.8% in fiscal year 2018/19. 2) Other revenue increased significantly, due to reclassification of Biosolids Host and Facility Charge (Biosolids Fee) previously recognized as non-operating revenue, included in *Other revenue*'s non-recurring service charge revenue that varies from year to year. *Interest Income* increased proportionately to increase in the District's investment portfolio, combined with slightly higher interest yield earned on investment securities.
- *Capacity fees* increased by 44.3% as real estate development in the District's service area continued to pick up. The most recent development projection available forecasts a steady population growth through fiscal year 2024-25.

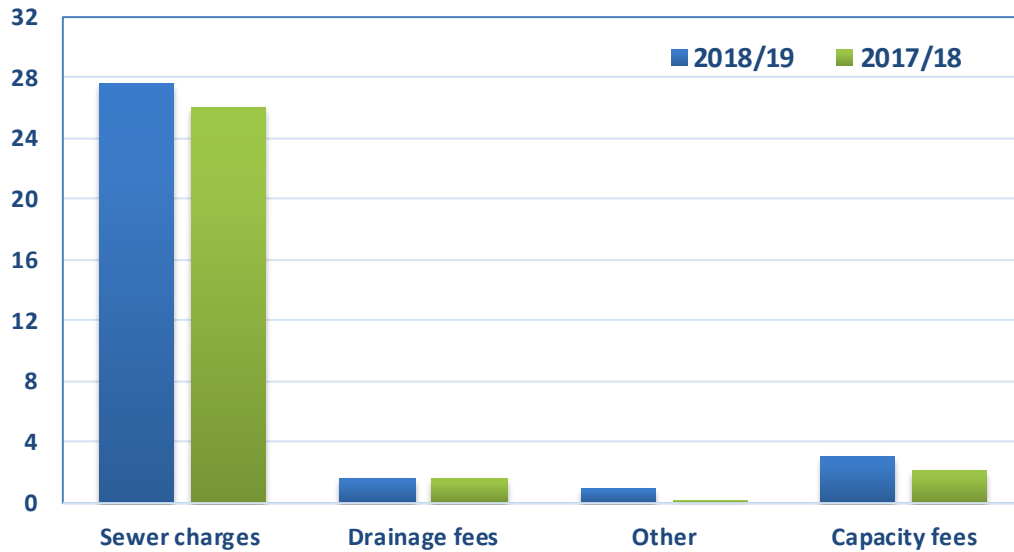
Overall *Expenses* increased by 2.3%. *Business Operations* are expenses directly related to the operations and maintenance of the Plant. One major component of the Business Operations is the rehabilitation and maintenance (non-capital) function, which varies from year to year based on budget and availability of in-house labor. *General and Administrative* are expenses related to finance, administration, human resources, and others not directly related to operations and maintenance; the 19.3% increase was due to higher salaries and OPEB expense recognized. The 4.5% increase in *Billing and collection* was consistent with annual Consumer Price Index (CPI) increase and growth, as required by agreement. *Sewer line* maintenance is the cost to maintain the sewer lines and collection system, both are contracted out and maintained by District staff; more extensive sewer line maintenance work is contracted out once every two years as was done in the prior fiscal year. *Interest expense* continues to decline as debt obligation nears maturity.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

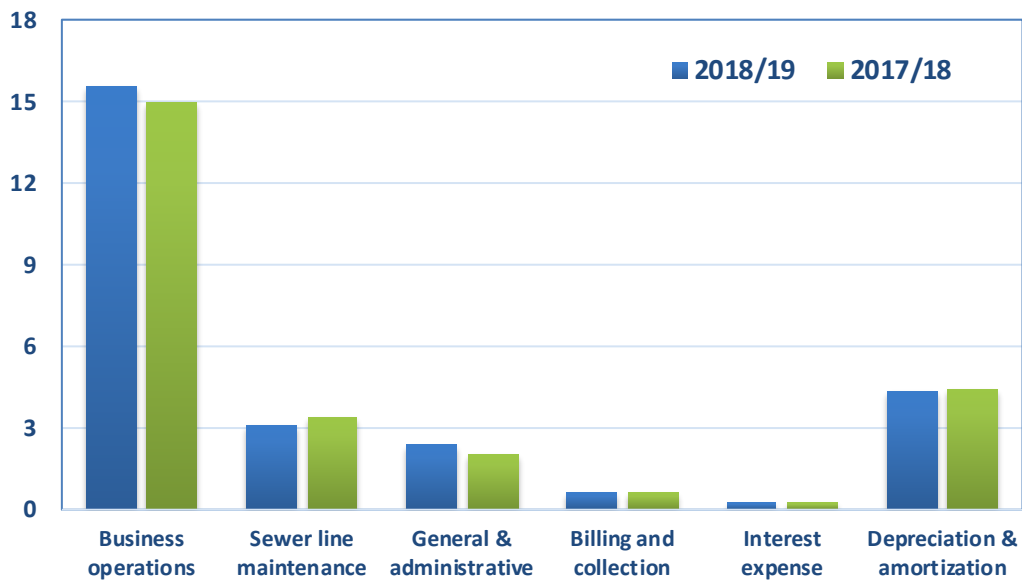
Sources of All Revenues for Fiscal Years 2018/19 and 2017/18

(\$ million)



Classification of All Expenses for Fiscal Years 2018/19 and 2017/18

(\$ million)



FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

Capital Assets

The District's investment in capital assets, net of accumulated depreciation, was \$73.7 million as of June 30, 2019. This investment in capital assets includes land and improvements, construction in progress, buildings and improvements, vehicles and equipment, trunk lines, pump stations, and treatment plant facilities. Additional information on the District's capital assets can be found in Note 5, page 28.

Debt Administration

The District has a rating of "A+" from Standard and Poor's Corporation, which demonstrates its strong capacity to meet its financial obligations.

The District continues to upgrade and improve the quality of its sewage collection and treatment systems to keep current with environmental regulations and the needs of its service area. To the extent possible, the District attempts to fund capital projects through "pay-as-you-go" financing. Community growth pays for itself so that, upon built out, major debt service burdens will not be shifted to ratepayers. Reserves are earmarked for future major maintenance and capital projects.

Additional information on the District's long-term debt can be found in Note 6, pages 29-30.

FAIRFIELD-SUISUN SEWER DISTRICT

Management's Discussion and Analysis

General Enterprise Functions

The District maintains a proactive, entrepreneurial style of organization that encourages efficiencies. District ratepayers have for many years enjoyed the lowest sewer service rates among surrounding communities, despite the fact that the District receives no property tax revenues.

Using This Annual Report

This section of the annual report consists of two parts: Management's Discussion and Analysis, and Basic Financial Statements. The Basic Financial Statements also include notes that explain in more detail some of the information in the financial statements.

Requests for Information

This financial report is designed to provide a general overview of the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Helen Gaumann, Director of Administrative Services, at 1010 Chadbourne Road, Fairfield, CA 94534-9700 or visit our website at <http://www.fssd.com/contact>.

FAIRFIELD-SUISUN SEWER DISTRICT
Statement of Net Position
June 30, 2019

| | 2019 |
|--|---------------|
| ASSETS | |
| Current assets: | |
| Cash and investments (Note 3) | \$ 50,029,816 |
| Accounts receivable, net | 4,147,027 |
| Interest receivable | 258,377 |
| Prepaid Items | 42,446 |
| Total current assets | 54,477,666 |
| Noncurrent assets: | |
| Restricted assets (Note 3) | |
| State Revolving Fund reserve | 737,038 |
| Total restricted assets | 737,038 |
| Capital assets (Note 5): | |
| Non-depreciable assets | 13,471,141 |
| Depreciable assets, net of depreciation | 60,241,400 |
| Total capital assets | 73,712,541 |
| Total noncurrent assets | 74,449,579 |
| Total assets | 128,927,245 |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Deferred outflow related to Pension Plan (Note 10) | 2,671,247 |
| Deferred outflow related to OPEB (Note 11) | 2,896,712 |
| Total deferred outflows | 5,567,959 |

The accompanying notes are an integral part of these financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT
Statement of Net Position
June 30, 2019

LIABILITIES

Current liabilities:

| | |
|---|-----------|
| Accounts payable | 2,442,371 |
| Current portion of SRF loan (Note 6) | 525,506 |
| Current portion of compensated absences payable | 756,705 |
| Accrued interest payable | 35,886 |

| | |
|---------------------------|-----------|
| Total current liabilities | 3,760,468 |
|---------------------------|-----------|

Long-term liabilities:

| | |
|---------------------------------------|------------|
| State Revolving Fund loan (Note 6) | 14,450,945 |
| Compensated absences payable (Note 6) | 189,176 |
| Net OPEB liability (Note 11) | 3,971,955 |
| Net pension liability (Note 10) | 6,572,464 |

| | |
|-----------------------------|------------|
| Total long-term liabilities | 25,184,540 |
|-----------------------------|------------|

| | |
|-------------------|------------|
| Total liabilities | 28,945,008 |
|-------------------|------------|

DEFERRED INFLOWS OF RESOURCES

| | |
|--|---------|
| GASB 68 Pension Plan Changes (Note 10) | 340,278 |
| GASB 75 OPEB Plan Changes (Note 11) | 214,280 |
| Total deferred inflows | 554,558 |

NET POSITION

| | |
|---|------------|
| Net investment in capital assets | 59,386,089 |
| Restricted: | |
| Restricted for capital projects (Note 4) | 5,373,654 |
| Restricted for debt service (Note 4) | 737,038 |
| Restricted for major maintenance (Note 4) | 33,755,000 |
| Unrestricted | 5,743,857 |

| | |
|--------------------|----------------|
| Total net position | \$ 104,995,638 |
|--------------------|----------------|

The accompanying notes are an integral part of these financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT
Statement of Revenue, Expense and Changes in Net Position
For the Year Ended June 30, 2019

| | |
|---|----------------|
| Operating revenues: | |
| Sewer service charges | \$ 27,548,719 |
| Drainage fees | 1,618,819 |
| Other | 284,679 |
| | 29,452,217 |
| Total operating revenues | |
| Operating expenses: | |
| Business operations | 15,549,518 |
| Sewer line maintenance | 3,060,300 |
| General and administrative | 2,356,610 |
| Billing and collection (Note 7) | 620,929 |
| Depreciation and amortization | 4,340,674 |
| | 25,928,031 |
| Total operating expenses | |
| Operating income | |
| | 3,524,186 |
| Nonoperating revenues (expenses): | |
| Interest income | 922,968 |
| Net increase in fair value of investments | 484,450 |
| Interest expense | (223,978) |
| Other | 186,852 |
| | 1,370,292 |
| Total nonoperating revenues | |
| Net income before capital contributions | |
| | 4,894,478 |
| Capacity fees | 2,999,992 |
| | 7,894,470 |
| Change in net position | |
| Net position, beginning of period | 97,101,168 |
| | 97,101,168 |
| Net position, end of period | \$ 104,995,638 |
| | 104,995,638 |

The accompanying notes are an integral part of these financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT

Statement of Cash Flows

For the Year Ended June 30, 2019

(page 1 of 2)

| | <u>2019</u> |
|---|---------------|
| Cash flows from operating activities: | |
| Receipts from customers | \$ 29,025,280 |
| Payments to suppliers & vendors | (11,082,902) |
| Payments for employees salaries & benefits | (8,918,195) |
| Other receipts | 471,531 |
| | <hr/> |
| Net cash provided by operating activities | 9,495,714 |
| | <hr/> |
| Cash flows from noncapital and related financing activities: | |
| OPEB Trust pre-funding | (542,716) |
| | <hr/> |
| Net cash used by noncapital and related financing activities | (542,716) |
| | <hr/> |
| Cash flows from capital and related financing activities: | |
| Acquisition and construction of capital assets | (8,600,386) |
| Capacity fees | 3,023,679 |
| Proceeds from State Revolving Fund loan | 6,901,825 |
| Escrow account held for project | 427,170 |
| Interest paid | (226,446) |
| Principal payment on the SRF loan | (510,592) |
| | <hr/> |
| Net cash provided for capital and related financing activities | 1,015,250 |
| | <hr/> |
| Cash flows from investing activities: | |
| Purchase of investments | (11,272,768) |
| Proceeds from sale of investments | 10,811,794 |
| Interest received on investments | 1,280,697 |
| | <hr/> |
| Net cash provided by investing activities | 819,724 |
| | <hr/> |
| Net increase in cash and cash equivalents | 10,787,972 |
| Cash and cash equivalents, beginning of period | 39,978,882 |
| | <hr/> |
| Cash and cash equivalents, end of period | \$ 50,766,854 |
| | <hr/> <hr/> |

The accompanying notes are an integral part of these financial statements.

(Continued)

FAIRFIELD-SUISUN SEWER DISTRICT

Statement of Cash Flows

For the Year Ended June 30, 2019

(page 2 of 2)

| | <u>2019</u> |
|--|---------------------|
| Reconciliation of operating income to net cash provided by operating activities: | |
| Operating income | \$ 3,524,186 |
| Adjustments to reconcile operating income/(loss) to cash flows from operating activities: | |
| Depreciation and amortization expense | 4,340,674 |
| Net pension expense | 427,752 |
| Net OPEB expense | 64,719 |
| Miscellaneous non operating income | 186,852 |
| Changes in assets and liabilities: | |
| Decrease in receivables, net | (100,690) |
| Decrease in other assets | (167) |
| Increase in accounts payable | 982,103 |
| (Increase) Decrease in compensated absences | 70,285 |
| Net cash provided by operating activities | <u>\$ 9,495,714</u> |
| Noncash investing, capital, and financing activities: | |
| Increase in capacity fees net accruals | \$ 23,687 |
| Increase in fair value of investments | 279,534 |
| Decrease in interest expense net accruals | (2,397) |
| Net increase in pension expense as result of GASB 68 and GASB 75 implementation | 492,471 |

The accompanying notes are an integral part of these financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT

Notes to Financial Statements

June 30, 2019

1. Organization

The Fairfield-Suisun Sewer District (District) is a special district consisting of all territory within the cities of Fairfield and Suisun City (the Cities). The District has broad powers to finance, construct and operate sewage collection and disposal and reclaimed water systems, and maintain storm drainage infrastructure within District jurisdiction. The District's governing board consists entirely of members from the City Councils of both cities.

A. Wastewater

The District operates a single sewage treatment plant, which was completed in 1976. It also owns and operates 70 miles of trunk sewers over 10" in diameter and 13 wastewater pump stations. The day-to-day operations and maintenance of the treatment plant and collection systems are performed by District staff. All construction management of capital expansion and most major maintenance projects are also performed by District staff.

B. Drainage Maintenance

Pursuant to an agreement entered into on March 1988 with the cities of Fairfield and Suisun City, the District collects drainage fees to be used as supplemental funding to maintain the regional and local drainage facilities within the District's jurisdiction, including those constructed by the U.S. Army Corps of Engineers as part of the Fairfield Vicinity Streams Project.

Drainage fees, as established by the governing board, are collected on the Solano County tax roll pursuant to an agreement with Solano County. Total fees collected in fiscal year ended June 30, 2019 were \$1,618,819.

2. Summary of Significant Accounting Policies

The Financial Reporting Entity—The District complies with GASB 14, "The Financial Reporting Entity." This statement establishes standards for defining and reporting on the financial reporting entity. It defines component units as legally separate organizations for which the elected officials of the primary government are financially accountable. Other organizations may also be designated as component units, particularly if the nature and significance of their relationship with a primary government are such that the organizations' exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The District considered all potential component units in determining what organizations should be included in the financial statements. Based on these criteria, there are no component units to include in the District's financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT

Notes to Financial Statements

June 30, 2019

Basis of Accounting—The District is accounted for as a single enterprise fund. An enterprise fund is a proprietary fund type used to account for operations that are financed and operated in a manner similar to private business enterprises. The District's intent is that the costs of providing services to customers on a continuing basis be financed or recovered primarily through sewer service charges.

The District's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Government Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations).

The District uses the accrual basis of accounting. Under this basis of accounting, revenues are recognized when they are earned, and expenses are recognized when incurred. Operating revenues and expenses result from the ongoing principal operation of the District. Operating revenues consist primarily of charges for services. Non-operating revenues and expenses are related to financing and investing type activities and result from nonexchange transactions or ancillary services. Unbilled utility service receivables are recorded at year-end. As required for enterprise funds, the District uses a flow of economic resources measurement focus.

The District applies all applicable GASB pronouncements for certain accounting and financial reporting guidance. In December of 2010, GASB issued GASBS Number 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

When an expense is incurred for purposes in which both restricted and unrestricted net positions are available, it is the District's policy to first apply unrestricted resources.

Budget—Although not legally required of enterprise funds, District management takes pride in the preparation and Board adoption of a biennial budget and ten-year Long-Term financial plan. The long-term financial plan is in conjunction with the District's Master Plan and the cities' growth projections. This process has been instrumental in the District's ability to build reserves for future needs and has allowed the District to fund most major expansion projects from reserves, and consequently keep debt low.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Budgetary control is maintained at the department level for administrative and operating expenses and at the project level for capital improvements. New construction projects are individually approved by the Board.

Cash Management—The Director of Administrative Services serves as District Treasurer. The Treasurer may issue and administer detailed investment instructions that conform to the provisions of the Investment Policy, as reviewed and adopted annually by the Board of Directors. The District's Investment Policy conforms to the California Government Code Section 53601. As of June 30, 2019, all surplus cash was invested in the following:

State of California Local Agency Investment Fund (LAIF), is a voluntary program created by statute; began in 1977 as an investment alternative for California's local governments and special districts.

California Asset Management Program (CAMP) is a California Joint Powers Authority ("JPA") established in 1989 to provide California public agencies with professional investment services. The CAMP Pool is a permitted investment for all local agencies under California Government Code Section 53601. This program consists of a short-term money market fund rated AAA and separately managed portfolios of specific authorized securities (as specified in this policy).

Savings accounts, checking and money market investment securities.

In order of priority, the primary objectives of the District's investment activities are safety of principal, liquidity, and return on investment.

Cash and Investments—Funds are invested in accordance with Section 53601 of the Government Code of the State of California and the District's established investment policy. All monies not required for immediate expenses are invested to earn maximum yield consistent with safety and liquidity. All investments are kept in the custody of the District or a qualified safekeeping institution. A quarterly report is made to the Board of Directors showing a description of the investments, maturity date, par value, carrying value, market value, current yield, and estimated annual income. Investments are adjusted to fair value when material as required by the Government Accounting Standards Board Statement 31.

Under the provisions of the District's investment policy and in accordance with the Government Code of the State of California, the District may invest in the following types of investments:

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- Obligations of the U.S. Treasury
- Warrants, Treasury Notes, or Bonds issued by the State of California
- Negotiable Certificates of Deposit issued by federally or state-chartered banks or associations
- Agencies and instrumentalities
- Prime commercial paper of U.S. corporations
- Bankers Acceptances with maturities not to exceed 180 days
- Medium-term notes issued by U.S. corporations
- The District may contract for the use of investment services subject to all other provisions of this Investment Policy
- Local Agency Investment Fund (LAIF) operated by the Treasurer's Office of the State of California
- Any other investment security authorized under the provisions of California Government Code Section 53601

Statement of Cash Flows—For purposes of the statement of cash flows, the District considers all cash and investments and all cash with fiscal agents with an original maturity of three months or less as cash and cash equivalents.

Statement of Revenues, Expenses, and Changes in Net Position—The statement of revenues, expenses, and changes in net position is the operating statement for proprietary funds. This statement distinguishes between operating and non-operating revenues and expenses and presents a separate subtotal for operating revenues, operating expenses, and operating income. Operating revenues and expenses generally result from providing services in connection with the District's principal ongoing operations. The principal operating revenues of the District are the charges to customers for services. Operating expenses include the cost of providing and delivering services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Statement of Net Position—The statement of net position is designed to display the financial position of the District. The District's net position is classified into three categories as follows:

Net Investment in Capital Assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position, as applicable.

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Restricted – This component of net position consists of constraints placed on an asset use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws and regulations of other governments, and reduced by liabilities and deferred inflows of resources related to those assets. It also pertains to constraints imposed by law or constitutional provisions or enabling legislation.

Unrestricted – This component of net position consists of the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

Property, Plant and Equipment—Property, plant and equipment are stated at cost less accumulated depreciation. The District capitalizes all assets with a historical cost of at least \$5,000 and a useful life of at least 5 years. The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are expensed as incurred. The cost of assets retired or sold, together with the related accumulated depreciation, is removed from the accounts and any gain or loss from disposition, is credited or charged to revenues.

Depreciation is provided on the straight-line method over the following estimated useful lives:

| | |
|---|---------------|
| Trunk lines/pump stations and treatment plant | 20 – 40 years |
| Buildings and improvements | 20 – 40 years |
| Vehicles and equipment | 5 – 10 years |

Construction in Progress—The District constructs assets for its own use in plant operations. The costs associated with these projects are accumulated in a Construction-in-Progress account while the project is being developed. Once the project is complete, the entire cost of the constructed asset is transferred to the capital assets account and depreciated over the estimated life of the asset.

Deferred Outflows/Inflows of Resources—The deferred outflows of resources are a separate financial position element which represents a consumption of net position that applies to future periods and so will not be recognized as an expense until then. This fiscal year’s deferred outflows represent the pension and Other Postemployment Benefit (OPEB) expenses and changes to net pension and net OPEB liability.

This fiscal year’s deferred inflows of resources are the net difference between projected and actual earnings on pension plan investments, change of assumptions, and differences between expected and actual experiences amortized over 3.8 years or less. More information can be found in Note 10 and Note 11, pages 33-47.

FAIRFIELD-SUISUN SEWER DISTRICT

Notes to Financial Statements

June 30, 2019

Pension—For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District’s pension plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Bond Discounts and Issuance Costs—Long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position. Bonds payable are reported net of applicable bond premium and discounts are reported as noncurrent assets along with any insurance payments made during issuance of the bond. Bond issuance costs, other than prepaid insurance, are expensed in the period incurred.

Compensated Absences—District employees are granted compensated absences in varying amounts based on years of service. Compensated absences payable represents the District’s liability for earned but unused compensated absences at year-end.

Capacity Fees—Capacity fees, which represent a one-time fee for capacity in the sewer system, are legally restricted for growth-related projects.

Use of Estimates—Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

Subsequent Events—Management has reviewed subsequent events and transactions that occurred after the date of the financial statements through, the date the financial statements were issued. The financial statements include all events or transactions, including estimates, required to be recognized in accordance with generally accepted accounting principles.

On July 7, 2019 the District made a \$2 million payment to CalPERS as an additional discretionary payment towards its unfunded pension liability, as approved by its Board on June 24, 2019.

3. Cash and Investments

A. Policies

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the District’s cash on deposit, or first trust deed mortgage notes with a market value of 150% of the deposit, as collateral for

FAIRFIELD-SUISUN SEWER DISTRICT
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these deposits. Under California Law this collateral is held in a separate investment pool by another institution in the District's name and places the District ahead of general creditors of the institution.

The District invests in individual investments and in investment pools. Individual investments are evidenced by specific identifiable securities instruments, or by an electronic entry registering the owner in the records of the institution issuing the security, called the book entry system. In order to increase security, the District employs the Trust Department of a bank as the custodian of certain District-managed investments, regardless of their form.

The District's investments are carried at fair value, as required by generally accepted accounting principles. The District adjusts the carrying value of its investments to reflect their fair value at each fiscal year-end, and it includes the effects of these adjustments in income for that fiscal year.

GASB 72, Fair Value Measurements established a hierarchy of inputs to the valuation techniques above in Note 2. This hierarchy has three levels:

Level 1 – Inputs are quoted prices in active markets for identical assets or liabilities.

Level 2 – Inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable

Level 3 – Inputs are unobservable inputs, such as a property valuation or an appraisal.

The District has the following recurring fair value measurements as of June 30, 2019:

- 1) California Local Agency Investment Fund (LAIF) of \$21,585,692 was valued using Level 2 inputs.
- 2) California Asset Management Program balance of \$21,029,883 was valued using Level 2 inputs.
- 3) Certificate of deposits, savings account, checking account and money market accounts of \$2,751,759 were valued using Level 2 inputs.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

B. Classification

Cash and investments are classified in the financial statements as shown below, based on whether their use is restricted under the terms of District debt instruments.

| | June 30, 2019 |
|----------------------------|---------------|
| Cash and investments | |
| Held by District | \$ 49,602,646 |
| Held by escrow agent | 427,170 |
| Restricted investments | |
| Held by District | 737,038 |
| Total cash and investments | \$ 50,766,854 |

C. Authorized Investments

Investments authorized by the California Government Code and the District's Investment Policy for all District investments including debt service reserve are the following:

| Authorized Investment Type | Maximum Maturity | Minimum Credit Quality | Maximum Percentage of Portfolio | Maximum Investment In One Issuer |
|---|------------------|----------------------------|---------------------------------|----------------------------------|
| U.S. Treasury Obligations | 5 years | N/A | None | N/A |
| U.S. Agency Securities | 5 years | N/A | None | N/A |
| State of California Obligations | 5 years | N/A | None | N/A |
| Bankers Acceptances | 180 days | N/A | 40% | 30% |
| Commercial Paper | 270 days | A | 25% | 10% |
| Medium Term Corporate Notes | 5 years | A | 30% | N/A |
| Mortgage Pass-Through Securities | 5 years | AA | 20% | N/A |
| Repurchase Agreements | 1 year | N/A | 20% | N/A |
| Reverse Repurchase Agreements | 92 days | N/A | 20% | N/A |
| Negotiable Certificates of Deposit | 5 years | N/A | 30% | N/A |
| California Local Agency Investment Fund | Upon Demand | N/A | None | N/A |
| Mutual Funds | N/A | Top Ranking of 2 NRSRO (A) | 20% | 10% |
| Money Market Mutual Funds | N/A | Top Ranking of 2 NRSRO (A) | 20% | N/A |

(A) Nationally Recognized Statistical Rating Organization

FAIRFIELD-SUISUN SEWER DISTRICT
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The District does not enter into range notes, inverse floaters, mortgage-derived interest-only strips, or any security that could result in zero interest accrual if held to maturity. At June 30, 2019, the District's investments were in compliance with the above provisions.

D. Interest Rate Risk

Interest rate risk is the risk of potential fair value losses from future changes in prevailing market interest rates. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its investments in accordance with its investment policy and the California Government Code, which limits investment maturities to five years or less unless authorized by the District Board for a specific purpose.

Information about the sensitivity of the fair values of the District's investments (including investments held by trustees) to market interest rate fluctuations are provided by the following table:

| | Fair Value | June 30, 2019 Maturity Distribution | | | % of Portfolio |
|--|----------------------|--|---------------------|----------------------|----------------|
| | | 0-12 months | 1-2 years | 2-5 years | |
| U.S. Treasury Instruments | \$ 5,875,209 | \$ - | \$ - | \$ 5,875,209 | 12.95% |
| Federal Agency Issues | 1,336,314 | - | - | 1,336,314 | 2.95% |
| Federal Agency Mortgage-Backed Securities | 350,083 | - | - | 350,083 | 0.77% |
| Supranationals | 879,157 | - | 384,093 | 495,064 | 1.94% |
| Commercial Paper | 745,950 | 745,951 | - | - | 1.64% |
| Negotiable Certificates of Deposit | 3,208,061 | 1,431,003 | 1,777,058 | - | 7.07% |
| Medium-Term Corporate Notes | 6,157,493 | 1,085,058 | 2,705,272 | 2,367,163 | 13.58% |
| Asset-Backed Securities | 2,054,002 | - | 155,328 | 1,898,674 | 4.53% |
| Municipal Obligations | 177,732 | - | 177,732 | - | 0.39% |
| Local Agency Investment Funds | 21,709,920 | 21,709,920 | - | - | 47.86% |
| CAMP | 111,732 | 111,732 | - | - | 0.25% |
| Money Market/Mutual Funds/Checking Account | 2,751,759 | 2,751,759 | - | - | 6.07% |
| Total Investments | \$ 45,357,413 | \$ 27,835,423 | \$ 5,199,483 | \$ 12,322,507 | 100.00% |

The District is a participant in the Local Agency Investment Fund (LAIF) as well as in the California Asset Management Program (CAMP). LAIF is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The District reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
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E. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. It is the District's policy to limit its investments in these investment types to the top rating issued by the nationally recognized statistical rating organization.

The following table shows the District's investments and their related credit rating.

| | June 30, 2019 | |
|--|----------------------|------------------|
| | Fair Value | Credit Rating |
| U.S. Treasury Instruments | \$ 5,875,209 | AA+, AA, AA- |
| Federal Agency Issues | 1,336,314 | AA+, AA, AA- |
| Federal Agency Mortgage-Backed Securities | 350,083 | AA+, AA, AA- |
| Supranationals | 879,157 | AAA |
| Commercial Paper | 745,950 | A-1+, A-1 |
| Negotiable Certificates of Deposit | 3,208,061 | A-1+, A-1 |
| Medium-Term Corporate Notes | 6,157,493 | BBB+, BBB, BBB- |
| Asset-Backed Securities | 2,054,002 | AAA |
| Municipal Obligations | 177,732 | AA+, AA, AA- |
| Local Agency Investment Funds | 21,709,920 | NR |
| CAMP | 111,732 | AAAm |
| Money Market/Mutual Funds/Checking Account | 2,751,759 | NR |
| Total | \$ 45,357,413 | |

F. Concentration of Credit Risk

Concentration of Credit Risk can arise in the wake of a failure to adequately diversify investments. GASB 40 requires disclosure of concentrations of investments greater than 5% in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pool). The District does not have an investment that requires this disclosure at June 30, 2019.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

4. Restricted Net Position

Restricted net position at June 30, 2019, consist of the following:

| | |
|----------------------------------|----------------------|
| Restricted for capital projects | \$ 5,373,654 |
| Restricted for debt service | 737,038 |
| Restricted for major maintenance | <u>33,755,000</u> |
| | <u>\$ 39,865,692</u> |

The restricted for capital projects is the unspent portion of capacity fees, which are legally restricted for growth-related projects.

The debt service restriction is the maximum annual debt service on the State Revolving Fund loan, as required by the bond indenture.

As a condition of the original grant to finance the construction of the sewage treatment plant, the Environmental Protection Agency requires that wastewater funds be set aside for major maintenance. Additions to and charges against these restricted assets are recorded as transfers from or to unrestricted net position and are made in accordance with the major maintenance policy as adopted by the Board of Directors in 2005.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

5. Capital Assets

Changes in capital assets consisted of the following:

| Asset Category | June 30, 2018 | Additions | Adjustments/ Disposals | Transfers | June 30, 2019 |
|--------------------------------|---------------|--------------|---------------------------|-----------|---------------|
| Non-depreciable assets: | | | | | |
| Construction in progress | \$ 1,519,441 | \$ 9,158,797 | \$ - | \$ - | \$ 10,678,238 |
| Land and improvements | 2,792,903 | - | - | - | 2,792,903 |
| Total non-depreciable assets | 4,312,344 | 9,158,797 | - | - | 13,471,141 |
| Depreciable assets: | | | | | |
| Buildings and improvements | 11,710,029 | - | - | - | 11,710,029 |
| Vehicles and equipment | 2,902,768 | 34,378 | - | - | 2,937,146 |
| Trunk lines/ pump station | 53,362,001 | - | - | - | 53,362,001 |
| Treatment plant | 91,051,077 | - | - | - | 91,051,077 |
| Total depreciable assets | 159,025,875 | 34,378 | - | - | 159,060,253 |
| Less: Accumulated depreciation | | | | | |
| Buildings and improvements | (10,031,614) | (211,375) | - | - | (10,242,989) |
| Vehicles and equipment | (2,685,280) | (38,950) | - | - | (2,724,230) |
| Trunk lines/pump station | (39,403,019) | (1,559,223) | - | - | (40,962,242) |
| Treatment plant | (42,358,266) | (2,531,126) | - | - | (44,889,392) |
| Total accumulated depreciation | (94,478,179) | (4,340,674) | - | - | (98,818,853) |
| Net capital assets | 64,547,696 | (4,306,296) | - | - | 60,241,400 |
| Total capital assets | \$ 68,860,040 | \$ 4,852,501 | \$ - | \$ - | \$ 73,712,541 |

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

6. Long-Term Liabilities

The following summarizes changes in long-term liabilities during the year:

| Description | June 30, 2018 | Additions | Maturities | Long-Term Portion | Current Portion | June 30, 2019 |
|-----------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|
| State Revolving Fund Loan | \$ 8,585,219 | \$ 6,901,825 | \$ 510,592 | \$ 14,450,946 | \$ 525,506 | \$ 14,976,452 |
| Compensated Absences | 875,596 | 1,030,258 | 959,973 | 189,176 | 756,705 | 945,881 |
| Total Long-term liabilities | <u>\$ 9,460,815</u> | <u>\$ 7,932,083</u> | <u>\$ 1,470,565</u> | <u>\$ 14,640,122</u> | <u>\$ 1,282,211</u> | <u>\$ 15,922,333</u> |

A. State Revolving Fund Loan

Ultraviolet Disinfection Project

On January 20, 2010, the District entered into a loan agreement with the California State Water Resources Control Board (SWRCB) under the Clean Water State Revolving Fund (SRF) loan program for the financing of the Ultraviolet Disinfection Project. The District was approved for a loan amount of up to \$11,100,000, with an interest rate at 2.9%, payable over 20 years. Principal and interest payments, which are due semi-annually on May 1 and November 1, will commence one year following the completion of the project. Payment on this loan started on May 2012.

Future debt service payments on the SRF loan are as follows:

| Year Ending | Principal | Interest | Total |
|-------------|---------------------|---------------------|---------------------|
| June 30 | | | |
| 2020 | \$ 525,506 | \$ 211,532 | \$ 737,038 |
| 2021 | 540,856 | 196,182 | 737,038 |
| 2022 | 556,655 | 180,383 | 737,038 |
| 2023 | 572,915 | 164,123 | 737,038 |
| 2024 | 589,650 | 147,389 | 737,039 |
| 2025 - 29 | 3,216,893 | 468,298 | 3,685,191 |
| 2030 - 31 | 1,422,152 | 51,923 | 1,474,075 |
| | <u>\$ 7,424,627</u> | <u>\$ 1,419,830</u> | <u>\$ 8,844,457</u> |

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Blower Replacement Project

On February 12, 2018 the District entered into a loan agreement with the California State Water Resources Control Board (SWRCB) under the Clean Water State Revolving Fund (SRF) loan program for the financing of the Blower Replacement Project. The District was approved for the total project cost of \$11,608,547. Out of the total loan amount, \$4,000,000 was declared a grant under the Environmental Protection Agency's program and was eligible for loan forgiveness. The estimated principal amount that will be due for repayment to the SWRCB under this Agreement is \$7,608,547, with interest rate at 1.8%, payable over 20 years, starting one year after project completion, which is projected to be December 2019.

Total long-term liability recognized as of June 30, 2019, was limited to the total of actual reimbursement received to date, which was \$7,551,825.

Future debt service payments on the SRF loan are projected as follows:

| Year Ending <u>June 30</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
|-------------------------------|---------------------|---------------------|---------------------|
| 2020 | \$ - | \$ - | \$ - |
| 2021 | 307,065 | 98,773 | 405,838 |
| 2022 | 328,390 | 128,591 | 456,981 |
| 2023 | 331,465 | 125,516 | 456,981 |
| 2024 | 337,432 | 119,549 | 456,981 |
| 2025 - 2029 | 1,780,482 | 504,423 | 2,284,905 |
| 2030 - 2034 | 1,946,598 | 338,307 | 2,284,905 |
| 2035 - 2039 | 2,128,214 | 156,691 | 2,284,905 |
| 2040 | 448,901 | 8,080 | 456,981 |
| | <u>\$ 7,608,547</u> | <u>\$ 1,479,930</u> | <u>\$ 9,088,477</u> |

Both SRF loans are secured by all District operating revenues. As a requirement of the SRF loan, a restricted amount equivalent to one year of loan payments is held in a restricted account held by the District. The SRF restricted amount is currently \$737,000. This restricted amount will increase when known for the blower replacement project

Compensated Absences

Compensated Absences activity during the fiscal year was as follows:

| <u>June 30, 2018</u> | <u>Additions</u> | <u>Reductions</u> | <u>June 30, 2019</u> | <u>Due Within One Year</u> |
|----------------------|------------------|-------------------|----------------------|--------------------------------|
| \$ 875,596 | \$ 1,030,258 | \$ (959,973) | \$ 945,881 | \$ 756,705 |

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

7. Related Party Transactions

The District had existing financial transactions with the cities of Fairfield and Suisun City during fiscal year 2018/19. Sewer line maintenance represents amounts paid to the Cities for the maintenance of its sewer lines smaller than 12" in diameter. Sewer service charges and sewer capacity fees are collected by the Cities and are remitted to the District, net of billing and collection fees. Outstanding receivables include capacity fees collected by the Cities not yet remitted to the District and sewer service charges billed by the Cities on the District's behalf as of June 30, 2019.

These transactions are described below:

| | | |
|---------------------------------|----|-----------|
| Sewer line maintenance | \$ | 3,060,300 |
| Billing and collection | \$ | 620,929 |
| Outstanding accounts receivable | \$ | 4,147,027 |

8. Insurance

The District is exposed to various risks of loss related to torts, theft, damage, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. To mitigate these risks the District joined together with other entities to form the California Sanitation Risk Management Authority (CSRMA), a public-entity risk pool currently operating as a common risk management and insurance program for member entities. The purpose of CSRMA is to spread the adverse effects of losses among the member entities and to purchase excess insurance as a group, thereby reducing its cost. The District pays an annual premium to CSRMA for its legal liability, property damage, workers compensation insurance, and automobile coverage.

CSRMA is governed by a Board composed of one representative from each member agency. The Board also controls the operations of CSRMA, including the selection of management and approval of operating budgets. Each member shares surpluses and deficiencies proportionate to its participation in CSRMA.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Audited condensed financial information for CSRMA is presented below for the year ended June 30, 2018 (most recent information available):

| | | |
|-------------------|----|------------|
| Total assets | \$ | 25,703,119 |
| Total liabilities | \$ | 17,997,369 |
| Net Position | \$ | 7,705,750 |
| Total revenues | \$ | 10,453,268 |
| Total expenses | \$ | 13,926,188 |

The District has not incurred a claim that exceeded its insurance coverage limits in any of the last five years.

A summary of the insurance policies in force as of June 30, 2019, can be found in the Statistical Section of this report. Copy of CSRMA's annual financial report may be obtained from their website at <http://www.csrma.org/docs/CSRMA-Annual-Report.pdf>.

9. Deferred Compensation

The District offers its employees two deferred compensation plans created in accordance with the Internal Revenue Code Section 457 and 401(a). These plans permit a pre-tax deferral of a portion of salary until future years. The deferred compensation is not available to employees until separation, retirement, death, or an unforeseeable emergency. All employees are eligible to participate in the 457 plans. In addition, professional and management employees are eligible to participate in the 401(a) plan. The District contributes a specified amount to the 457 plan and specified percentages to the 401(a) plan. The District's contributions to the deferred compensation plans were \$345,894 for fiscal year June 30, 2019.

The assets and related income of the plans are assets of a trust to which the District has no obligation other than to make payments on behalf of its employees.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

10. Pension Plan

A. General Information about the Pension Plan

Plan Description

All qualified full-time and part-time District employees are eligible to participate in a pension plan offered by California Public Employees Retirement System (CalPERS) a cost-sharing multiple employer defined benefit pension plan. CalPERS provides retirement, disability, and death benefits to eligible plan members and beneficiaries. Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one full year of full-time employment. Members with 5 years of service credit are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for the non-duty disability benefits after 10 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The annual cost of living adjustment is applied as specified by the Public Employees Retirement Law.

The Plan’s provisions and benefits in effect at June 30, 2019 are summarized as follows:

Miscellaneous

| | Hired prior to January 1, 2013 | Hired on or after January 1, 2013 |
|---|---|--|
| Benefit vesting schedule | 5 years service | 5 years service |
| Benefit payments | monthly for life | monthly for life |
| Retirement age | 60 | 62 |
| Monthly benefits, as a % of annual salary | 3% | 2% |
| Required employee contribution rates | 8.000% | 6.500% |
| Required employer contribution rates ¹ | 20.116% | 7.000% |

¹ Employer Contribution rates includes UAL (unfunded accrued liability) percentage

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On September 12, 2012, the California Governor signed the California Public Employees' Pension Reform Act of 2013 (PEPRA) into law. PEPRA took effect on January 1, 2013.

Key components of the legislation are as follows:

- Establishes PEPRA which will apply to all public employers and public pension plans on and after January 1, 2013 (Except specific exemptions);
- Establishes new retirement tiers/benefits for new public employees;
- Prohibits certain cash payments from being counted as compensation; and
- Increases retirement age for all new public employees.

Employees hired on or after January 1, 2013, without prior CalPERS credited service will fall under the PEPRA as noted in the above table.

CalPERS determines contribution requirements using a modification of the Entry Age Normal Method. Under this method, the District's total normal benefit cost for each employee from date of hire to date of retirement is expressed as a level percentage of the related total payroll cost. Normal benefit cost under this method is the level amount the employer must pay annually to fund an employee's projected retirement benefit. This level percentage of payroll method is used to amortize any unfunded actuarial liabilities. The actuarial assumptions used to compute contribution requirements are also used to compute the actuarial accrued liability.

Employees Covered

As of June 30, 2019, the following employees were covered by the benefit terms for each Plan:

| | |
|--|----|
| Inactive employees or beneficiaries currently receiving benefits | 33 |
| Inactive employees entitled to but not yet receiving benefits | 0 |
| Active employees | 57 |
| Total | 90 |

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to

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contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the fiscal year ended June 30, 2019, the contributions were as follows:

| Miscellaneous | Fiscal Year 2018/19 |
|------------------------|------------------------|
| Employer Contributions | \$ 1,099,426 |

B. Pension Liabilities, Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2019, the District's proportionate share of the net pension liability is \$6,572,464.

The District's net pension liability is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2018, using an annual actuarial valuation as of June 30, 2017, rolled forward to June 30, 2018, using standard update procedures.

The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for the plan as of June 30, 2017 and 2018 were as follows:

| Fiscal Year | Percentage Share of Risk Pool | | Change: Increase/ (Decrease) |
|---------------------------------|-------------------------------|-----------|------------------------------------|
| | 6/30/2019 | 6/30/2018 | |
| Measurement Date | 6/30/2018 | 6/30/2017 | |
| Percentage of Plan (PERF C) NPL | 0.06821% | 0.06835% | -0.00014% |

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Plan's Proportionate Share of the Risk Pool Collective Net Pension Liability

| | Increases (Decreases) | | |
|-------------------------|--|---------------------------------------|--|
| | Plan Total Pension Liability (a) | Plan Fiduciary Net Position (b) | Plan Net Pension Liability/(Asset) (c) = (a) - (b) |
| Balance at 6/30/17 (MD) | \$ 31,110,542 | \$ 24,332,532 | \$ 6,778,010 |
| Balance at 6/30/18 (MD) | \$ 34,356,606 | \$ 27,784,142 | \$ 6,572,464 |
| Net changes | \$ (3,246,064) | \$ (3,451,610) | \$ 205,546 |

Deferred Outflows/Inflows Balances

For the year ended June 30, 2019, the District recognized pension expense of \$1,527,178. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|--------------------------------------|-------------------------------------|
| Differences between expected and actual experience | \$ 252,174 | \$ (85,814) |
| Changes of assumptions | 749,280 | (183,634) |
| Net differences between projected and actual earnings on plan investments | 32,493 | - |
| Change in employer's proportion | 517,794 | (30,982) |
| Differences between the employer's contributions and the employer's proportionate share of contributions | 20,080 | (39,848) |
| Pension contributions subsequent to measurement date | 1,099,426 | - |
| Total | \$ 2,671,247 | \$ (340,278) |

The District reported \$1,099,426 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2020.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Recognition of Deferrals in Future Pension Expense

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

| Measurement Period Ending June 30: | Fiscal Year Ending June 30: | Net Total Deferred Outflows/(Inflows) of Resources |
|--|-----------------------------------|--|
| 2019 | 2020 | \$ 845,900 |
| 2020 | 2021 | 573,741 |
| 2021 | 2022 | (138,982) |
| 2022 | 2023 | (59,115) |
| 2023 | 2024 | - |
| Thereafter | Thereafter | - |

Actuarial Methods and Assumptions

The total pension liabilities in the June 30, 2017, actuarial valuations were determined using the following actuarial assumptions:

| | Miscellaneous |
|-----------------------------------|--|
| Valuation Date: | June 30, 2017 |
| Measurement Date: | June 30, 2018 |
| Measurement Period: | July 1, 2017 to June 30, 2018 |
| Actuarial Cost Method: | Entry-Age Normal Cost Method in accordance with the requirements of GASB Statement No. 68 |
| Actuarial Assumptions: | |
| Discount Rate | 7.15% |
| Inflation | 2.50% |
| Payroll Growth | 3.00% |
| Projected Salary Increase | Varies by entry age and service |
| Mortality Rate Table ¹ | Derived using CalPERS' Membership Data for all Funds |
| Post-retirement benefit increase: | Contract COLA up to 2.0% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.5% thereafter. |

¹The mortality rate table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using the Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

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Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses. The expected real rates of return by asset class are as followed:

| Asset Class | Assumed Asset Allocation | Real Return Years 1 - 10 (a) | Real Return Years 11+ (b) |
|---------------------|---------------------------------|-------------------------------------|----------------------------------|
| Global Equity | 50.00% | 4.80% | 5.98% |
| Fixed Income | 28.00% | 1.00% | 2.62% |
| Inflation Sensitive | 0.00% | 0.77% | 1.81% |
| Private Equity | 8.00% | 6.30% | 7.23% |
| Real Estate | 13.00% | 6.75% | 4.93% |
| Liquidity | 1.00% | 3.75% | -0.92% |
| Total | 100.00% | | |

(a) An expected inflation of 2.0% used for this period.

(b) An expected inflation of 2.92% used for this period.

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
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term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Amortization of Deferred Outflows and Deferred Inflows of Resources

Under GASB 68, gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

| | |
|--|--|
| Net difference between projected and actual earnings on pension plan investments | 5 years straight-line amortization |
| All other amounts | Straight-line amortization over the expected average remaining service lifetime (EARSL) of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period |

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability/(asset), calculated using the discount rate, as well as what the District's proportionate share of the net pension liability/(asset) would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

| | Discount Rate | | |
|-----------------------|------------------------|-------------------------|------------------------|
| | 6.15% (1% Decrease) | 7.15% (Current Rate) | 8.15% (1% Increase) |
| Measurement Date | 6/30/2018 | | |
| Fiscal Year End | 6/30/2019 | | |
| Net Pension Liability | \$ 11,219,922 | \$ 6,572,464 | \$ 2,736,063 |

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Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

C. Payable to the Pension Plan

The District has paid the plan required contributions for the fiscal year 2018/19 and has no outstanding pension payable.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
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11. Other Postemployment Benefits (OPEB)

A. General Information about the OPEB Plan

Plan Description

The District provides post-employment healthcare benefit for all its retired employees and their covered dependents as approved by District Resolution Number 03-36. The California Public Employee Retirement System (CalPERS) administers this benefit through an agent multiple-employer, defined benefit plan. All District retirees who attain age 50 with at least 5 years' service are eligible for this benefit. Coverage discontinues either at the request of the retiree or at the death of those covered. CalPERS requires that retirees enroll in Medicare at age 65. Plan benefits were established in accordance with Board policy, and authority to amend this benefit rests with the District Board.

Benefits Provided

Section 22892 - Unequal Method

The District's contribution for each retired employee plus dependent is equal to 100% of their selected plan premium, up to \$1,613 per month. The District contribution will continue to increase by the lesser of 5% or \$100 each year until it equals that of active employees' premium.

Eligibility: Employees must retire directly (within 120 days of separation from service) from the District with a service or disability annuity and must have been eligible for health benefits immediately before retirement. Benefits are provided to surviving spouses only if the retiree elected a pension annuity with a survivor benefit. Eligible retirees who previously waived PEMHCA benefits can elect coverage during open enrollment.

Section 22893 – State 100/90 Vesting

A second-tier retiree health benefit was established in November 2012, when District Board adopted Resolution No. 2012-19 electing to establish a health benefit vesting requirement for future employees pursuant to Government Code Section (GCS) 22893 of the Public Employees' Medical and Hospital Care Act. The effective date of this participation is March 1, 2013, and the vesting requirement will be applied to employees hired on or after this date.

Eligibility: To be eligible for the vesting health benefits, an employee must be at least 50 years old; must complete a minimum of 5 years' CalPERS-credited service or disability annuity with the District; must complete a total of 10 years' CalPERS-credited service to be eligible for 50% benefits, increasing by 5% each year as follows:

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

| Years of CalPERS Service | Percentage |
|-------------------------------|------------|
| < 10 | 0% |
| 10 | 50% |
| 11 | 55% |
| ↓ | ↓ |
| ≥ 20 or Disability Retirement | 100% |

Employees hired prior to the election of GCS 22893 were given a one-time opportunity to individually elect to be covered under the provisions of GCS 22893. Twenty-seven employees opted in.

Employees with 20 or more years of service with the District are classified as inactive and are entitled to future retiree benefits and can elect retiree health coverage from the District at or after retirement, even if they have intervening employment elsewhere.

Benefit under the vesting plan is based on weighted average of the premium of the 4 PEMHCA plans with highest enrollment each year. As of June 30, 2019, monthly employer contributions for fully vested annuitants are as follows:

| Coverage | Formula | 2019 Cap |
|----------|--|----------|
| Single | 100% of weighted average | \$ 734 |
| 2-party | Amount of single, plus 90% of the increase in the 2-party weighted average over the single coverage weighted average | \$ 1,398 |
| Family | Amount of single, plus 90% of the increase in the family weighted average over the single coverage weighted average | \$ 1,788 |

Employees Covered

As of June 30, 2018, actuarial valuation (most recent), the following current and retirees are covered by the benefit terms under the District's retiree health plan:

| | |
|--|----|
| Active employees | 57 |
| Inactive employees or beneficiaries currently receiving benefits | 24 |
| Inactive employees entitled to, but not yet receiving benefits | 2 |
| Total | 83 |

Contributions

The annual contribution is based on the actuarially determined contribution. For fiscal year ended June 30, 2019, the District's cash contributions were \$272,285 to the trust and \$270,431 in payments for retiree health premiums resulting in total payment of \$542,716.

FAIRFIELD-SUISUN SEWER DISTRICT
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B. Net OPEB Liability

The District's net OPEB liability was measured as of June 30, 2018, and the total liability used to calculate the net OPEB liability was determined by an actuarial valuation date as of June 30, 2018.

Actuarial Methods and Assumptions

The total OPEB liability as of June 30, 2018, actuarial valuation was determined using the following actuarial methods and assumptions:

| | Miscellaneous |
|-------------------------|--|
| Valuation Date: | June 30, 2018 |
| Measurement Date: | June 30, 2018 |
| Actuarial Cost Method: | Entry-Age Normal Cost Method |
| Amortization Period: | 20-year fixed period for FY 2018/19 |
| Amortization Method: | Level Percentage of Payroll |
| Asset Valuation Method: | Market value of assets |
| Actuarial Assumptions: | |
| Discount Rate | 6.75% |
| Inflation | 2.75% |
| Mortality | CalPERS 1997-2015 experience study |
| Mortality Improvement | Post-retirement mortality projected with Mortality Improvement Society of Actuaries Scale MP-2018 |
| Service Requirement | Either pension eligibility or Section 22893 depending on hire date and employee choice |
| Medical Trend | Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4% in 2076 Medicare - 6.5% for 2020, decreasing to 4% in 2076 |

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

FAIRFIELD-SUISUN SEWER DISTRICT
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June 30, 2019

The following is the assumed asset and assumed rate of return for each based on CERBT - Strategy 1:

| Asset Class Component | Target Allocation | Expected Real Rate of Return |
|--|-------------------|------------------------------|
| Global Equity | 57% | 4.82% |
| Fixed Income | 27% | 1.47% |
| TIPS | 5% | 1.29% |
| Commodities | 3% | 0.84% |
| REITs | 8% | 3.76% |
| Assumed Long-Term Rate of Inflation | | 2.75% |
| Expected Long-Term Net Rate of Return, Rounded | | 6.75% |

Discount Rate

The discount rate to measure the total OPEB liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plans fiduciary net position was projected to be sufficient to fully fund the obligation over a period not to exceed 20 years. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

Changes in Net OPEB Liability

The changes in the net OPEB liability are as follows:

| | Total OPEB Liability | Plan Fiduciary Net Position | Net OPEB Liability |
|--|---------------------------------|--|-------------------------------|
| Balance at June 30, 2018 (MD 6/30/17) | \$ 6,024,221 | \$ 4,431,860 | \$ 1,592,361 |
| Service cost | 246,354 | - | 246,354 |
| Interest in TOL | 431,326 | - | 431,326 |
| Actual vs. expected experience | (205,681) | - | (205,681) |
| Assumption changes | 2,618,593 | - | 2,618,593 |
| Employer contributions | - | 367,557 | (367,557) |
| Employee contributions | - | - | - |
| Actual investment income | - | 351,673 | (351,673) |
| Administrative expenses | - | (8,232) | 8,232 |
| Benefit payments | (217,557) | (217,557) | - |
| Net changes | 2,873,035 | 493,441 | 2,379,594 |
| Balance at June 30, 2019 (MD 6/30/18) | \$ 8,897,256 | \$ 4,925,301 | \$ 3,971,955 |

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the District's net OPEB liability if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2018:

| | Discount Rate | | |
|--------------------|---------------------------------|-------------------------------|---------------------------------|
| | 5.75% (1% Decrease) | 6.75% Current Rate | 7.75% (1% Increase) |
| Net OPEB Liability | \$ 5,282,149 | \$ 3,971,955 | \$ 2,910,474 |

FAIRFIELD-SUISUN SEWER DISTRICT
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Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the District’s net OPEB liability if it were calculated using a health care cost trend rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2018:

| | Trend Rate | | |
|--------------------|------------------------|--------------|------------------------|
| | 3.0% (1% Decrease) | 4.00% | 5.0% (1% Increase) |
| Net OPEB Liability | \$ 2,802,438 | \$ 3,971,955 | \$ 5,409,939 |

OPEB Plan Fiduciary Net Position

Detailed information about the net OPEB plan’s fiduciary net position is available in the separately issued CalPERS financial reports at: www.calpers.ca.gov.

Recognition of Deferred Outflows/Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time.

Amounts are first recognized in OPEB expense for the year gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense.

The recognition period differs depending on the source of the gain or loss as follows:

| | |
|---|---|
| Net difference between projected and actual earnings on OPEB plan investments | 5 years |
| All other amounts | Expected average remaining service lifetime (EARS�, 5 years at June 30, 2018) |

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2019, the District recognized OPEB expense of \$650,908. At June 30, 2019, the District reported deferred outflows and deferred inflows of resources from the following sources:

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|---|--|
| Differences between expected and actual experience | \$ - | \$ 181,483 |
| Changes of assumptions | 2,310,523 | |
| Net differences between projected and actual earnings on plan investments | - | 32,797 |
| Change in employer's proportion | - | - |
| Differences between the employer's contributions and the employer's proportionate share of contributions | - | - |
| Pension contributions subsequent to measurement date | 586,189 | |
| Total | \$ 2,896,712 | \$ 214,280 |

Recognition of Deferrals in Future OPEB Expense

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

| FYE June 30 | Deferred Outflows/(Inflows) of Resources |
|--------------------|---|
| 2020 | \$ 275,673 |
| 2021 | 275,673 |
| 2022 | 275,673 |
| 2023 | 275,672 |
| 2024 | 283,872 |
| Thereafter | 709,680 |

No separate postemployment benefit plan report is available.

12. Commitments and Contingencies

The District has one major maintenance project with commitment of approximately \$843,169 as of June 30, 2019.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
June 30, 2019

13. New Governmental Accounting and Reporting Standards

On November 2016 GASB issued GASB Statement No. 83, *Certain Asset Retirement Obligation*. This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. The implementation of this pronouncement did not have a significant impact on the District's financial statements.

On January 2017 GASB issued GASB Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018.

On June 2017 GASB issued GASB Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019.

On April 2018 GASB issued Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. The primary objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements.

FAIRFIELD-SUISUN SEWER DISTRICT
Notes to Financial Statements
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It also clarifies which liabilities governments should include when disclosing information related to debt. This Statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. For notes to financial statements related to debt, this Statement also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt.

The implementation of this pronouncement did not have a significant impact on the District's financial statements.

On June 2018 GASB issued Statement No. 89, Accounting for Interest Cost Incurred Before the end of a Construction Period. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. The requirements of this Statement should be applied prospectively. On August 2018 GASB issued Statement No. 90, Majority Equity Interests – an amendment of GASB Statement No. 14 and 61. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018.

In May 2019 GASB issued Statement No. 91, Conduit Debt Obligations. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020.

More information on the above Standards are available on the GASB website at <http://www.gasb.org>.

FAIRFIELD-SUISUN SEWER DISTRICT
Required Supplementary Information
June 30, 2019

Postemployment Benefits

Schedule of Changes in the Net OPEB Liability and Related Ratios for the Measurement Period Ended June 30, Last Ten Fiscal Years*

| | 2019 | 2018 |
|------------------------------------|---------------------|---------------------|
| | (MD 6/30/18) | (MD 6/30/17) |
| Changes in Total OPEB Liability | | |
| Service cost | \$ 246,354 | \$ 239,761 |
| Interest in TOL | 431,326 | 392,225 |
| Actual vs. expected experience | (205,681) | - |
| Assumption changes | 2,618,593 | - |
| Benefit payments | (217,557) | (188,779) |
| Net change in total OPEB liability | 2,873,035 | 443,207 |
| Total OPEB liability - beginning | 6,024,221 | 5,581,014 |
| Total OPEB liability - ending | 8,897,256 | 6,024,221 |

| | | |
|---|------------|------------|
| Changes in Fiduciary Net Position | | |
| Employer contributions | \$ 367,557 | \$ 338,779 |
| Benefit payments | (217,557) | (188,779) |
| Actual investment income | 351,673 | 413,243 |
| Administrative expenses | (8,232) | (2,091) |
| Net change in plan fiduciary net position | 493,441 | 561,152 |
| Plan fiduciary net position - beginning | 4,431,860 | 3,870,708 |
| Plan fiduciary net position - ending | 4,925,301 | 4,431,860 |

| | | |
|---|--------------|--------------|
| Net OPEB Liability/(Asset) - ending | \$ 3,971,955 | \$ 1,592,361 |
| Plan fiduciary net position as a percentage of the total OPEB liability | 55.36% | 73.57% |
| Covered-employee payroll | \$ 6,092,493 | \$ 6,092,493 |
| Net OPEB liability as a percentage of covered-employee payroll | 65.19% | 26.14% |

Change in assumption: The discount rate was changed from 7% (net of administrative expense) to 6.75% for the measurement period ended June 30, 2018.

*GASB 75 was implemented in fiscal year ended June 30, 2018. Additional years will be added up to 10 years when information becomes available.

FAIRFIELD-SUISUN SEWER DISTRICT
Required Supplementary Information
June 30, 2019

Schedule of Employer Contributions
Last Ten Fiscal Years*

| Fiscal Year Ended June 30, | 2019 | 2018 |
|---|--------------|--------------|
| Actuarially determined contribution (ADC) | \$ 833,721 | \$ 225,228 |
| Actual contribution in relation to ADC | 586,189 | 367,557 |
| Contribution deficiency (Excess) | \$ 247,532 | \$ (142,329) |
| Covered payroll | \$ 6,525,667 | \$ 6,092,493 |
| Contribution as a percentage of payroll | 8.98% | 6.03% |

The actuarially determined contribution for fiscal year 2018/19 was from the actuarial valuation of June 30, 2018 and 2017/18 was from the June 30, 2016 actuarial valuation.

Actuarial Methods and Assumptions Used to Determine Contributions

| | Miscellaneous |
|-------------------------|--|
| Valuation Date: | June 30, 2018 |
| Measurement Date: | June 30, 2018 |
| Actuarial Cost Method: | Entry-Age Normal Cost Method |
| Amortization Period: | 20-year fixed period for FY 2018/19 |
| Amortization Method: | Level Percentage of Payroll |
| Asset Valuation Method: | Market value of assets |
| Actuarial Assumptions: | |
| Discount Rate | 6.75% |
| Inflation | 2.75% |
| Mortality | CalPERS 1997-2015 experience study |
| Mortality Improvement | Post-retirement mortality projected with Mortality Improvement Society of Actuaries Scale MP-2018 |
| Service Requirement | Either pension eligibility or Section 22893 depending on hire date and employee choice |
| Medical Trend | Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4% in 2076 Medicare - 6.5% for 2020, decreasing to 4% in 2076 |

*GASB 75 was implemented in fiscal year ended June 30, 2018. Additional years will be added up to 10 years when information becomes available.

FAIRFIELD-SUISUN SEWER DISTRICT
Required Supplementary Information
June 30, 2019

Pension Plan

**Schedule of Plan's Proportionate Share of the Net Pension Liability and Related Ratios
as of the Measurement Date in Relation to PERF C
Last Ten Fiscal Years***

| Contributions for the fiscal year ending: | 6/30/2019 | 6/30/2018 | 6/30/2017 | 6/30/2016 | 6/30/2015 ¹ |
|--|--------------|--------------|--------------|--------------|------------------------|
| ■ Actuarially determined contribution | \$ 1,099,426 | \$ 1,004,247 | \$ 958,408 | \$ 822,449 | \$ 975,423 |
| ■ Contributions in relation to the actuarially determined contribution | (1,099,426) | (1,004,247) | (958,408) | (822,449) | (975,423) |
| ■ Contribution deficiency (Excess) | \$ - | \$ - | \$ - | \$ - | \$ - |
| ■ District's covered-employee payroll ² | \$ 6,123,141 | \$ 6,051,649 | \$ 6,038,180 | \$ 5,170,000 | \$ 5,638,769 |
| ■ Contributions as a percentage of covered-employee payroll | 17.96% | 16.59% | 15.87% | 15.91% | 17.30% |

**Schedule of Proportionate Share of Employer Contributions
Last Ten Fiscal Years***

| | Fiscal Year End | | | | |
|---|-----------------|--------------|--------------|--------------|------------------------|
| | 6/30/2019 | 6/30/2018 | 6/30/2017 | 6/30/2016 | 6/30/2015 ¹ |
| ■ Measurement Date | 6/30/2018 | 6/30/2017 | 6/30/2016 | 6/30/2015 | 6/30/2014 |
| ■ District's proportion of the net pension liability | 0.06821% | 0.06835% | 0.06556% | 0.06157% | 0.06186% |
| ■ District's proportionate share of the net pension liability | \$ 6,572,464 | \$ 6,778,010 | \$ 5,673,350 | \$ 4,225,956 | \$ 3,849,298 |
| ■ District's covered-employee payroll ² | \$ 6,051,649 | \$ 6,038,180 | \$ 5,170,000 | \$ 5,638,769 | \$ 5,638,769 |
| ■ District's proportionate share of the net pension liability as a percentage of covered-employee payroll | 108.61% | 112.25% | 109.74% | 74.94% | 68.26% |
| ■ Plan's fiduciary net position as a percentage of the plan's total pension liability | 75.26% | 73.31% | 74.06% | 78.40% | 79.82% |

*GASB 68 was implemented in fiscal year ended June 30, 2015. Additional years will be added up to 10 years when information becomes available.

OTHER INDEPENDENT AUDITORS' REPORTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Directors
Fairfield-Suisun Sewer District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Fairfield-Suisun Sewer District, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Fairfield-Suisun Sewer District's basic financial statements, and have issued our report thereon dated October 4, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Fairfield-Suisun Sewer District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fairfield-Suisun Sewer District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Fairfield-Suisun Sewer District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Fairfield-Suisun Sewer District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, California
October 4, 2019

Statistical Section

Water Recycling: The District has been producing and distributing recycled water since 1974. Water that leaves the plant is called Final Effluent. This treated water serves many purposes, such as irrigating nearby turf farms. The District has a Restricted Use Secondary 23 Recycled Water Permit, which can be used for irrigation of non-food crops, as well as freeway landscape and pasture.



FAIRFIELD-SUISUN SEWER DISTRICT
Statistical Section

| Contents | Page |
|---|-------------|
| Financial Trends | 55-60 |
| <p>These schedules contain trend information to help the reader understand how the District's financial operation and performance have changed over time.</p> | |
| Revenue Capacity | 61-62 |
| <p>These schedules contain information to help the reader assess the District's most significant revenue sources.</p> | |
| Debt Capacity | 63-65 |
| <p>These schedules contain information to help the reader assess the District's current level of outstanding debt obligation and its ability to issue additional debt in the future. The District has no overlapping bonded debt.</p> | |
| Operating Information | 66-68 |
| <p>These schedules contain data to help the reader understand how the information in the District's financial report relates to the services it provides.</p> | |
| Economic and Demographic Information | 69-72 |
| <p>These schedules offer economic and demographic indicators to help the reader understand the environment within which the District's financial activities take place.</p> | |

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FAIRFIELD-SUISUN SEWER DISTRICT

Financial Trends

Schedule 1 Condensed Statements of Net Position Last Ten Fiscal Years (\$000)

| | Fiscal Year Ended June 30, | | | | | | | | | |
|---|----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Current and other assets | \$ 55,214 | \$ 44,222 | \$ 34,947 | \$ 27,964 | \$ 20,820 | \$ 16,303 | \$ 13,670 | \$ 13,587 | \$ 12,015 | \$ 12,668 |
| Capital assets | 73,713 | 68,860 | 72,638 | 76,831 | 81,307 | 85,229 | 88,698 | 91,771 | 95,614 | 93,127 |
| Total assets | 128,927 | 113,082 | 107,585 | 104,795 | 102,127 | 101,532 | 102,368 | 105,358 | 107,629 | 105,795 |
| Deferred charges on refunding | - | - | - | - | 18 | 229 | - | - | - | - |
| Deferred charge - GASB 68 | 2,671 | 3,288 | 3,134 | 1,946 | 1,425 | - | - | - | - | - |
| Deferred charge - GASB 75 ¹ | 2,897 | 367 | - | - | - | - | - | - | - | - |
| Total Deferred Outflows of Resources | 5,568 | 3,655 | 3,134 | 1,946 | 1,443 | 229 | - | - | - | - |
| Long-term liabilities | 25,185 | 16,620 | 13,786 | 14,040 | 14,179 | 13,340 | 15,263 | 19,294 | 17,764 | 12,968 |
| Other liabilities | 3,760 | 2,692 | 2,494 | 2,252 | 4,542 | 4,522 | 4,992 | 4,346 | 4,375 | 5,131 |
| Total liabilities | 28,945 | 19,312 | 16,280 | 16,292 | 18,721 | 17,862 | 20,255 | 23,640 | 22,139 | 18,099 |
| Deferred Inflows of Resources | 555 | 324 | 438 | 886 | 1,048 | - | - | - | - | - |
| Net position: | | | | | | | | | | |
| Net investment in capital assets | 59,386 | 60,275 | 64,207 | 66,632 | 68,306 | 69,507 | 71,649 | 72,261 | 77,298 | 80,274 |
| Restricted | | | | | | | | | | |
| Restricted for capital projects | 5,374 | 5,250 | 3,876 | 785 | 1,078 | 313 | 265 | 542 | 1,685 | 2,051 |
| Restricted for debt service | 737 | 737 | 737 | 737 | 2,021 | 2,049 | 2,070 | 2,090 | 1,368 | 1,380 |
| Restricted for major maintenance | 33,755 | 14,951 | 15,390 | 9,730 | 5,690 | 2,487 | 951 | 1,095 | 1,724 | 2,007 |
| Unrestricted | 5,744 | 15,888 | 9,791 | 11,679 | 6,706 | 9,543 | 7,178 | 5,730 | 3,415 | 1,984 |
| Total net position | \$ 104,996 | \$ 97,101 | \$ 94,001 | \$ 89,563 | \$ 83,801 | \$ 83,899 | \$ 82,113 | \$ 81,718 | \$ 85,490 | \$ 87,696 |

Source: District Audited Financial Statements

Note: 1. Implemented Fiscal Year ending June 30, 2018.

FAIRFIELD-SUISUN SEWER DISTRICT

Financial Trends

Schedule 2

Condensed Statements of Revenues, Expenses, and Changes in Net Position

Last Ten Fiscal Years (\$000)

| | Fiscal Year Ended June 30, | | | | | | | | | |
|------------------------------------|----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Revenues: | | | | | | | | | | |
| Service charges | \$ 27,549 | \$ 26,046 | \$ 25,904 | \$ 23,351 | \$ 23,067 | \$ 20,881 | \$ 19,445 | \$ 19,115 | \$ 18,895 | \$ 18,014 |
| Drainage fees | 1,619 | 1,598 | 1,580 | 1,552 | 1,545 | 1,501 | 1,491 | 1,486 | 1,455 | 1,468 |
| Interest income | 923 | 519 | 260 | 96 | 61 | 50 | 50 | 52 | 72 | 157 |
| Other (1) | 956 | 194 | 222 | 212 | 219 | 596 | 178 | 248 | 97 | 316 |
| Capacity fees | 3,000 | 2,079 | 2,478 | 2,835 | 3,157 | 2,647 | 2,472 | 1,405 | 1,223 | 990 |
| Total revenues | 34,047 | 30,436 | 30,444 | 28,046 | 28,049 | 25,675 | 23,636 | 22,306 | 21,742 | 20,945 |
| Expenses: | | | | | | | | | | |
| Business operations | 15,549 | 14,941 | 15,863 | 11,389 | 12,677 | 12,354 | 11,500 | 12,685 | 12,068 | 12,351 |
| Sewer line maintenance | 3,060 | 3,355 | 3,058 | 2,644 | 2,836 | 2,890 | 2,797 | 2,780 | 2,663 | 2,384 |
| General and administrative | 2,357 | 1,976 | 1,483 | 1,871 | 1,904 | 1,872 | 2,038 | 2,592 | 1,711 | 1,821 |
| Billing and collection | 621 | 594 | 572 | 549 | 528 | 511 | 493 | 474 | 459 | 446 |
| Interest expense | 224 | 238 | 311 | 404 | 489 | 526 | 606 | 655 | 403 | 767 |
| Depreciation | 4,341 | 4,449 | 4,719 | 4,911 | 5,370 | 5,736 | 5,807 | 6,892 | 6,644 | 5,799 |
| Total expenses | 26,152 | 25,553 | 26,006 | 21,768 | 23,804 | 23,889 | 23,241 | 26,078 | 23,948 | 23,568 |
| Change in net position | 7,895 | 4,883 | 4,438 | 6,278 | 4,245 | 1,786 | 395 | (3,772) | (2,206) | (2,623) |
| Net position, beginning of period | 97,101 | 94,001 | 89,563 | 83,801 | 83,899 | 82,113 | 81,718 | 85,490 | 87,696 | 90,319 |
| Prior period adjustment, GASB 68 | - | - | - | (516) | (4,343) | - | - | - | - | - |
| Prior period adjustment, GASB 75 | - | (1,783) | - | - | - | - | - | - | - | - |
| Net position, as restated | 97,101 | 92,218 | 89,563 | 83,285 | 79,556 | 82,113 | 81,718 | 85,490 | 87,696 | 90,319 |
| Net position, end of period | \$ 104,996 | \$ 97,101 | \$ 94,001 | \$ 89,563 | \$ 83,801 | \$ 83,899 | \$ 82,113 | \$ 81,718 | \$ 85,490 | \$ 87,696 |
| Statement of Net Position | | | | | | | | | | |
| Net investment in capital assets | \$ 59,386 | \$ 60,275 | \$ 64,207 | \$ 66,632 | \$ 68,306 | \$ 69,507 | \$ 71,649 | \$ 72,261 | \$ 77,298 | \$ 80,284 |
| Restricted | | | | | | | | | | |
| Restricted for capital projects | 5,374 | 5,250 | 3,876 | 785 | 1,078 | 313 | 265 | 542 | 1,685 | 2,051 |
| Restricted for debt service | 737 | 737 | 737 | 737 | 2,021 | 2,049 | 2,070 | 2,090 | 1,368 | 1,380 |
| Restricted for major maintenance | 33,755 | 14,951 | 15,390 | 9,730 | 5,690 | 2,487 | 951 | 1,095 | 1,724 | 2,007 |
| Unrestricted | 5,744 | 15,888 | 9,791 | 11,679 | 6,706 | 9,543 | 7,178 | 5,730 | 3,415 | 1,984 |
| Total net position | \$ 104,996 | \$ 97,101 | \$ 94,001 | \$ 89,563 | \$ 83,801 | \$ 83,899 | \$ 82,113 | \$ 81,718 | \$ 85,490 | \$ 87,706 |

(1) Includes net increase (decrease) in fair value of investments

Source: District Audited Financial Statements

FAIRFIELD-SUISUN SEWER DISTRICT

Financial Trends

Schedule 3 Changes in Net Position Last Ten Fiscal Years (\$000)

| | Fiscal Year Ended June 30, | | | | | | | | | |
|-------------------------------|----------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|-------------------|-------------------|-------------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Revenues: | | | | | | | | | | |
| Service charges | \$ 27,549 | \$ 26,046 | \$ 25,904 | \$ 23,351 | \$ 23,067 | \$ 20,881 | \$ 19,445 | \$ 19,115 | \$ 18,895 | \$ 18,014 |
| Drainage fees | 1,619 | 1,598 | 1,580 | 1,552 | 1,545 | 1,501 | 1,491 | 1,486 | 1,455 | 1,468 |
| Interest income | 923 | 519 | 260 | 96 | 61 | 50 | 50 | 52 | 72 | 157 |
| Other (1) | 956 | 194 | 222 | 212 | 219 | 596 | 178 | 248 | 97 | 316 |
| Capacity fees | 3,000 | 2,079 | 2,478 | 2,835 | 3,157 | 2,647 | 2,472 | 1,405 | 1,223 | 990 |
| Total revenues | 34,047 | 30,436 | 30,444 | 28,046 | 28,049 | 25,675 | 23,636 | 22,306 | 21,742 | 20,945 |
| Expenses: | | | | | | | | | | |
| Business operations | 15,549 | 14,941 | 15,863 | 11,389 | 12,677 | 12,354 | 11,500 | 12,685 | 12,068 | 12,351 |
| Sewer line maintenance | 3,060 | 3,355 | 3,058 | 2,644 | 2,836 | 2,890 | 2,797 | 2,780 | 2,663 | 2,384 |
| General and administrative | 2,357 | 1,976 | 1,483 | 1,871 | 1,904 | 1,872 | 2,038 | 2,592 | 1,711 | 1,821 |
| Billing and collection | 621 | 594 | 572 | 549 | 528 | 511 | 493 | 474 | 459 | 446 |
| Interest expense | 224 | 238 | 311 | 404 | 489 | 526 | 606 | 655 | 403 | 767 |
| Depreciation | 4,341 | 4,449 | 4,719 | 4,911 | 5,370 | 5,736 | 5,807 | 6,892 | 6,644 | 5,799 |
| Total expenses | 26,152 | 25,553 | 26,006 | 21,768 | 23,804 | 23,889 | 23,241 | 26,078 | 23,948 | 23,568 |
| Change in net position | \$ 7,895 | \$ 4,883 | \$ 4,438 | \$ 6,278 | \$ 4,245 | \$ 1,786 | \$ 395 | \$ (3,772) | \$ (2,206) | \$ (2,623) |

(1) Includes net increase (decrease) in fair value of investments

Source: District Audited Financial Statements

FAIRFIELD-SUISUN SEWER DISTRICT

Financial Trends

Schedule 4 Net Position by Component Last Ten Fiscal Years (\$000)

| | Fiscal Year Ended June 30, | | | | | | | | | |
|----------------------------------|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Net position: | | | | | | | | | | |
| Net investment in capital assets | \$ 59,386 | \$ 60,275 | \$ 64,207 | \$ 66,632 | \$ 68,306 | \$ 69,507 | \$ 71,649 | \$ 72,261 | \$ 77,298 | \$ 80,274 |
| Restricted | 39,866 | 20,938 | 20,003 | 11,252 | 8,789 | 4,849 | 3,286 | 3,727 | 4,777 | 5,438 |
| Unrestricted | 5,744 | 15,888 | 9,791 | 11,679 | 6,706 | 9,543 | 7,178 | 5,730 | 3,415 | 1,984 |
| Total net position | \$ 104,996 | \$ 97,101 | \$ 94,001 | \$ 89,563 | \$ 83,801 | \$ 83,899 | \$ 82,113 | \$ 81,718 | \$ 85,490 | \$ 87,696 |

Source: District Audited Financial Statements

FAIRFIELD-SUISUN SEWER DISTRICT

Financial Trends

Schedule 5

Expenses by Classification

Last Ten Fiscal Years

(Excludes capital expenditures)

| Year Ended June 30, | Total | Operating Expenses | | | | | Nonoperating |
|------------------------|---------------|------------------------|---------------------------|-----------------------------|-------------------------|--------------------------------|---------------------|
| | | Business Operations | Sewer Line Maintenance | General & Administrative | Billing & Collection | Depreciation & Amortization | Interest Expense |
| 2010 | \$ 23,568,436 | \$ 12,350,882 | \$ 2,384,373 | \$ 1,821,312 | \$ 445,842 | \$ 5,798,862 | \$ 767,165 |
| 2011 | 23,947,279 | 12,068,443 | 2,662,722 | 1,710,678 | 458,838 | 6,643,608 | 402,990 |
| 2012 | 26,079,154 | 12,685,852 | 2,779,967 | 2,592,127 | 474,598 | 6,892,033 | 654,577 |
| 2013 | 23,241,874 | 11,500,305 | 2,797,256 | 2,037,747 | 493,560 | 5,806,604 | 606,402 |
| 2014 | 23,890,305 | 12,353,729 | 2,890,484 | 1,872,155 | 510,901 | 5,736,618 | 526,418 |
| 2015 | 23,804,570 | 12,676,976 | 2,836,351 | 1,904,179 | 527,945 | 5,369,653 | 489,466 |
| 2016 | 21,767,976 | 11,388,630 | 2,644,369 | 1,871,275 | 548,613 | 4,911,240 | 403,849 |
| 2017 | 26,004,419 | 15,863,010 | 3,057,863 | 1,482,397 | 572,075 | 4,718,543 | 310,531 |
| 2018 | 25,553,526 | 14,940,913 | 3,354,563 | 1,975,825 | 594,247 | 4,449,438 | 238,540 |
| 2019 | 26,152,009 | 15,549,518 | 3,060,300 | 2,356,610 | 620,929 | 4,340,674 | 223,978 |

Source: District Audited Financial Statements

FAIRFIELD-SUISUN SEWER DISTRICT
Financial Trends

Schedule 6
Revenues by Sources
Last Ten Fiscal Years
(Including interest)

| Year Ended June 30, | Total | Operating Revenues | | | Nonoperating Revenues | | Contributed Capital |
|------------------------|---------------|--------------------------|------------------|----------|-----------------------|------------|------------------------|
| | | Sewer Service Charges | Drainage Fees | Other | Interest Income | Other (1) | Capacity Fees |
| 2010 | \$ 20,945,019 | \$ 18,014,176 | \$ 1,467,904 | \$ 9,558 | \$ 157,162 | \$ 306,135 | \$ 990,084 |
| 2011 | 21,742,376 | 18,894,915 | 1,454,574 | - | 72,481 | 97,754 | 1,222,652 |
| 2012 | 22,305,730 | 19,114,963 | 1,486,129 | 1,684 | 51,669 | 246,076 | 1,405,209 |
| 2013 | 23,637,581 | 19,445,408 | 1,491,470 | 50,675 | 50,574 | 127,667 | 2,471,787 |
| 2014 | 25,676,277 | 20,881,091 | 1,501,074 | 485,290 | 49,759 | 111,506 | 2,647,557 |
| 2015 | 28,049,378 | 23,066,724 | 1,545,538 | 34,596 | 61,196 | 184,481 | 3,156,843 |
| 2016 | 28,028,751 | 23,351,121 | 1,551,786 | 3,654 | 95,688 | 191,437 | 2,835,065 |
| 2017 | 30,442,600 | 25,904,084 | 1,580,378 | 28,981 | 259,750 | 191,084 | 2,478,323 |
| 2018 | 30,618,728 | 26,046,503 | 1,598,012 | 1,775 | 519,249 | 374,541 | 2,078,648 |
| 2019 | 34,046,479 | 27,548,719 | 1,618,819 | 284,679 | 922,968 | 671,302 | 2,999,992 |

(1) Includes net increase (decrease) in fair value of investments.

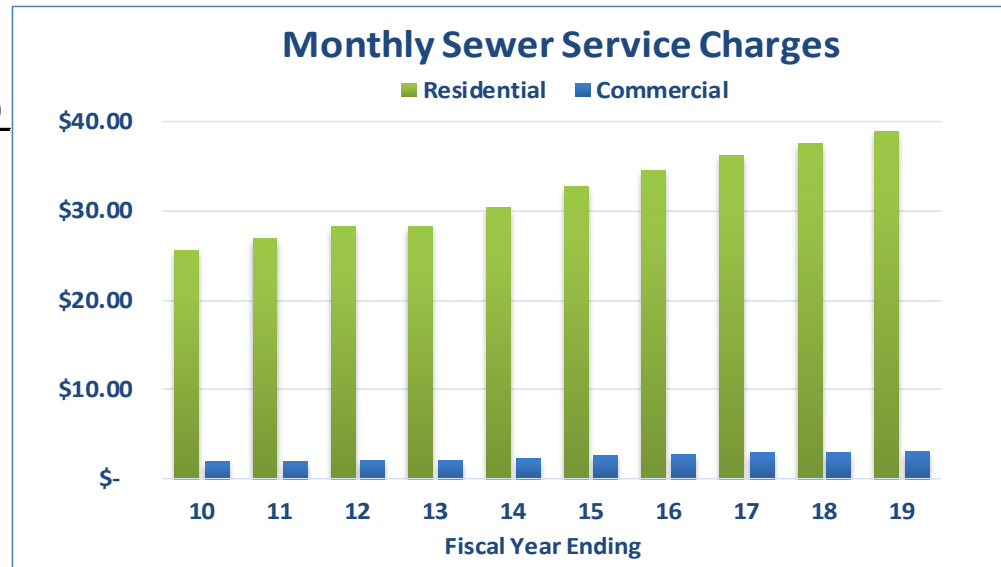
Source: District Audited Financial Statements

FAIRFIELD-SUISUN SEWER DISTRICT

Revenue Capacity

Schedule 7 Sewer Service Charges

| Fiscal Year | Residential (a) | Commercial (b) |
|-------------|-----------------|----------------|
| 2009/10 | \$ 25.49 | \$ 1.89 |
| 2010/11 | 26.82 | 2.01 |
| 2011/12 | 28.21 | 2.14 |
| 2012/13 | 28.21 | 2.14 |
| 2013/14 | 30.46 | 2.35 |
| 2014/15 | 32.71 | 2.56 |
| 2015/16 | 34.56 | 2.73 |
| 2016/17 | 36.35 | 2.90 |
| 2017/18 | 37.65 | 3.00 |
| 2018/19 | 39.00 | 3.11 |



- (a) Residential customers are billed a flat rate per month, per dwelling unit.
- (b) Commercial customers are billed based on water usage, per hundred cubic feet.

A cost of service and rate study is performed once every few years. The above rates are based on the rate study performed in 2004. A more recent rate study was conducted in 2016, results of which are effective starting fiscal year 2017-18. Sewer service charges are the primary revenue source for operations and the major maintenance/replacement reserve.

Source: District rate ordinance

FAIRFIELD-SUISUN SEWER DISTRICT

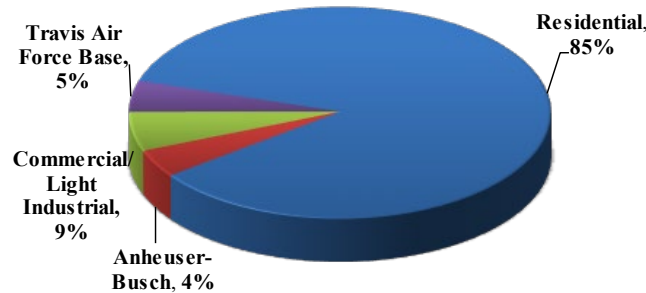
Revenue Capacity

Schedule 8

Service Area of Principal Customers and Percentage of Total Sewer Service Charges

| | | Fiscal Years Ended June 30, | | | | | | | | | |
|-------------------------------|---------------|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Total sewer service charges | | | | | | | | | | | |
| \$000 | | \$ 27,549 | \$ 26,047 | \$ 25,904 | \$ 23,351 | \$ 23,067 | \$ 20,881 | \$ 19,445 | \$ 19,115 | \$ 18,895 | \$ 18,014 |
| User | Type | | | | | | | | | | |
| Travis Air Force Base | Military Base | 4.75% | 3.87% | 4.76% | 3.73% | 3.92% | 4.18% | 4.58% | 4.60% | 4.85% | 5.69% |
| Anheuser-Busch | Brewery | 4.23% | 3.65% | 5.86% | 4.21% | 4.39% | 5.43% | 5.94% | 6.98% | 6.71% | 9.61% |
| Courage Production | Manufacturing | 0.36% | 0.79% | 0.47% | 1.08% | 0.54% | 0.93% | 0.85% | 0.31% | 0.31% | 0.27% |
| Producers Dairy Foods | Dairy | 1.06% | 0.77% | 0.95% | 1.06% | 0.73% | 1.82% | 0.97% | 1.03% | 0.88% | 0.94% |
| Paradise Valley Estates | Housing | 0.58% | 0.56% | 0.46% | 0.58% | 0.55% | 0.57% | 0.57% | 0.58% | 0.56% | 0.51% |
| Pointe Fairfield Venture, LLC | Housing | 0.53% | 0.49% | 0.49% | 0.52% | 0.50% | 0.51% | 0.51% | 0.52% | 0.50% | 0.50% |
| Rolling Oaks 88 LP | Housing | 0.52% | 0.46% | 0.49% | 0.51% | 0.49% | 0.51% | 0.51% | 0.00% | 0.00% | 0.00% |
| Verdant at Green Valley | Housing | 0.51% | 0.45% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% |
| Ball Metal Corporation | Manufacturing | 0.29% | 0.42% | 0.66% | 0.79% | 0.85% | 0.74% | 0.69% | 0.72% | 0.48% | 0.57% |
| Dover Woods Senior Apts. | Housing | 0.36% | 0.33% | 0.34% | 0.00% | 0.34% | 0.34% | 0.35% | 0.35% | 0.34% | 0.34% |
| United Mobile Homeowners | Housing | 0.38% | 0.33% | 0.35% | 0.37% | 0.36% | 0.36% | 0.37% | 0.37% | 0.35% | 0.36% |
| Jelly Belly Candy Co. | Manufacturing | 0.30% | 0.32% | 0.34% | 0.35% | 0.32% | 0.32% | 0.33% | 0.34% | 0.32% | 0.33% |
| Amcors Pet Packing | Manufacturing | 0.59% | 0.31% | 0.74% | 0.70% | 0.58% | 0.58% | 0.51% | 0.52% | 0.48% | 0.36% |
| Pacific Estates | Housing | 0.31% | 0.28% | 0.29% | 0.31% | 0.29% | 0.30% | 0.30% | 0.31% | 0.30% | 0.28% |
| | | 14.76% | 13.05% | 17.44% | 14.21% | 13.86% | 16.61% | 16.50% | 16.31% | 15.78% | 19.48% |

Customers by Category FY 2018/2019



Source: City of Fairfield and District Finance Department

FAIRFIELD-SUISUN SEWER DISTRICT
Debt Capacity

Schedule 9
Pledged-Revenue Coverage
Last Ten Fiscal Years

| Year Ended June 30, | Gross Revenues (1) | Operating Expenses (2) | Net Revenue Available for Debt Service | Debt Service Requirements (3) | Debt Coverage % (4) |
|------------------------|--------------------------|------------------------------|--|-------------------------------------|------------------------------|
| 2010 | \$ 20,945,019 | \$ 16,532,809 | \$ 4,412,210 | \$ 2,427,153 | 182% |
| 2011 | 21,742,376 | 16,415,781 | 5,326,595 | 2,426,600 | 220% |
| 2012 | 22,305,730 | 17,742,762 | 4,562,968 | 3,166,843 | 144% |
| 2013 | 23,637,581 | 16,466,332 | 7,171,249 | 3,163,638 | 227% |
| 2014 | 25,676,277 | 17,297,759 | 8,378,518 | 3,160,188 | 265% |
| 2015 | 28,049,378 | 17,649,451 | 10,399,927 | 3,244,839 | 321% |
| 2016 | 28,028,751 | 21,767,976 | 6,260,775 | 3,242,767 | 193% |
| 2017 | 30,442,600 | 26,004,419 | 4,438,181 | 2,080,299 | 213% |
| 2018 | 30,618,728 | 25,553,526 | 5,065,202 | 737,038 | 687% |
| 2019 | 34,046,479 | 26,152,009 | 7,894,470 | 737,038 | 1071% |

(1) Includes capacity fees.

(2) Does not include depreciation, amortization, and other postemployment benefits.

(3) Highest annual debt service payment due on the remaining life of the bonds.

(4) Bond covenant requires that net revenue be at least 115% of debt service requirement.

Source: District's Audited Financial Statements and Accounting Records

FAIRFIELD-SUISUN SEWER DISTRICT
Debt Capacity

Schedule 10
Summary of Debt Service Payments
Last Ten Fiscal Years

| Year Ended June 30, | City of Fairfield Reimbursement Agreement | State Revolving Fund Loan | 2010 Sewer Refunding Bonds | Sewer Refunding Bonds, 2001 Series A | Sewer Refunding Bonds, 1991 Series A | Total Debt Service |
|------------------------|--|---------------------------------|----------------------------------|---|---|-----------------------|
| 2010 | \$ - | \$ - | \$ - | \$ 2,960,684 | \$ - | \$ 2,960,684 |
| 2011 | - | - | 2,427,153 | - | - | 2,427,153 |
| 2012 | - | 742,253 | 2,424,590 | - | - | 3,166,843 |
| 2013 | - | 737,038 | 2,426,600 | - | - | 3,163,638 |
| 2014 | - | 737,038 | 2,423,150 | - | - | 3,160,188 |
| 2015 | 81,651 | 737,038 | 2,426,150 | - | - | 3,244,839 |
| 2016 | 81,651 | 737,038 | 2,424,078 | - | - | 3,242,767 |
| 2017 | 1,343,261 | 737,038 | - | - | - | 2,080,299 |
| 2018 | - | 737,038 | - | - | - | 737,038 |
| 2019 | - | 737,038 | - | - | - | 737,038 |
| Total | \$ 1,506,563 | \$ 5,901,519 | \$ 14,551,721 | \$ 3,843,368 | \$ 2,080,000 | \$ 27,883,171 |

Debt Capacity: The District may issue or incur new debt on a parity basis if the sum of audited net sewer enterprise revenues for the prior fiscal year, plus 75% of estimated increases in net revenues due to rate increases in effect before the District issues or incurs the new parity obligations (but not in effect during the prior fiscal year), equals at least 115% of the combined maximum annual payment.

Source: District's Audited Financial Statements and Accounting Records

FAIRFIELD-SUISUN SEWER DISTRICT
Debt Capacity

Schedule 11
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

| Year Ended June 30, | City of Fairfield Reimbursement Agreement (3) | State Revolving Fund Loan | 2010 Sewer Refunding Bonds (1) | Total Outstanding Debt | Population Served (2) | Debt per Capita |
|------------------------|--|---------------------------------|---|------------------------------|-----------------------------|--------------------|
| 2010 | \$ - | \$ 1,073,624 | \$ 12,899,074 | \$ 13,972,698 | 134,917 | 104 |
| 2011 | - | 7,445,654 | 10,907,949 | \$ 18,353,603 | 133,027 | 138 |
| 2012 | - | 10,708,446 | 8,831,822 | \$ 19,540,268 | 134,357 | 145 |
| 2013 | - | 10,278,861 | 6,708,276 | \$ 16,987,137 | 136,441 | 125 |
| 2014 | 1,330,000 | 9,836,728 | 4,783,581 | \$ 15,950,309 | 133,432 | 120 |
| 2015 | 1,308,199 | 9,381,681 | 2,311,516 | \$ 13,001,396 | 138,567 | 94 |
| 2016 | 1,285,417 | 8,913,340 | - | \$ 10,198,757 | 141,728 | 72 |
| 2017 | - | 8,431,319 | - | \$ 8,431,319 | 143,452 | 59 |
| 2018 | - | 8,585,219 | - | \$ 8,585,219 | 145,348 | 59 |
| 2019 | - | 8,585,219 | - | \$ 8,585,219 | 148,991 | 58 |

(1) Refunded in fiscal year 2009/10
(2) Refer to page 69, Schedule 15
(3) Paid in full in July 2017

Source: District's Audited Financial Statements and Accounting Records

FAIRFIELD-SUISUN SEWER DISTRICT

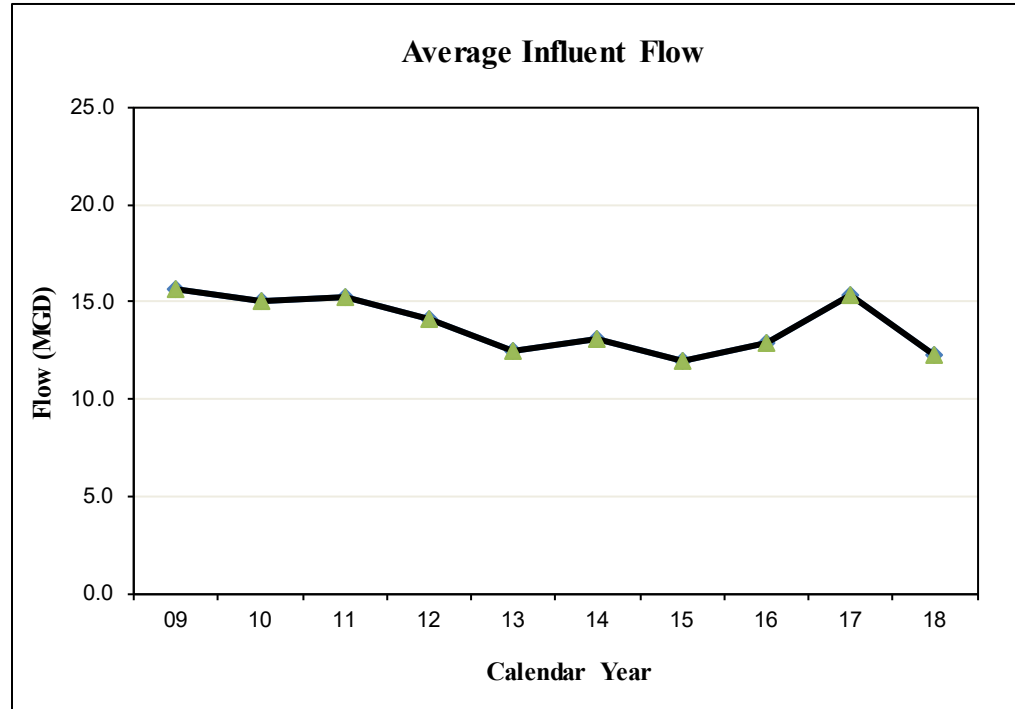
Operating Information

Schedule 12 Average Annual Influent Flow

Average Annual Influent Flow

| Year (Calendar) | Flow (MGD)* |
|--------------------|----------------|
| 2009 | 15.7 |
| 2010 | 15.0 |
| 2011 | 15.3 |
| 2012 | 14.1 |
| 2013 | 12.5 |
| 2014 | 13.1 |
| 2015 | 12.0 |
| 2016 | 12.9 |
| 2017 | 15.4 |
| 2018 | 12.3 |

*Million gallons per day



Source: District's Regulatory Department
Data for 2019 is not available as of fiscal year-end date.

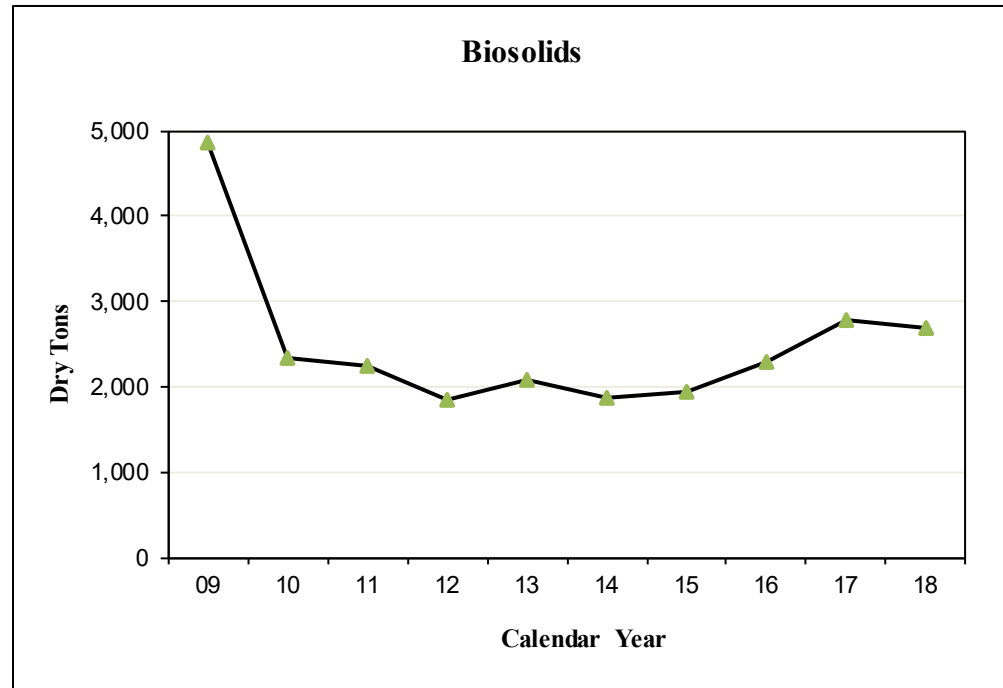
FAIRFIELD-SUISUN SEWER DISTRICT

Operating Information

Schedule 13 Biosolids Disposal

Biosolids (Sludge) Hauled/Produced

| <u>Year (Calendar)</u> | <u>Dry Metric Tons</u> |
|----------------------------|------------------------|
| 2009 | 4,856 |
| 2010 | 2,339 |
| 2011 | 2,250 |
| 2012 | 1,845 |
| 2013 | 2,073 |
| 2014 | 1,859 |
| 2015 | 1,939 |
| 2016 | 2,284 |
| 2017 | 2,777 |
| 2018 | 2,691 |



Annual biosolids disposal is derived by totaling the tons of biosolids removed from the treatment plant each year. Inter-annual variability results when on-plant storage is used to a greater or lesser extent year to year.

Higher biosolids removal in 2009 was due to maintenance work being performed on the digester and sludge lagoon.

Source: District's Regulatory Department
Data for 2019 is not available as of fiscal year-end date.

FAIRFIELD-SUISUN SEWER DISTRICT

Operating Information

Schedule 14 Schedule of Insurance Coverage June 30, 2019

| Nature of Insurance | Policy Number | Effective Date 18-19 | Insurance Company | Limits | Deductible | Cost |
|--|--------------------|----------------------|--|--|--|----------------|
| GL/AL (including Errors & Omissions and Employment Practices Liability EPL) | CSL FSSD 1819 1 | 12/31/18-19 | CSRMA Pooled Liability Munich American Reinsurance Co. | \$15,000,000 \$500,000 | \$50,000 DED \$2,500 E&O DED \$25,000 EPL DED \$50,000 Sewer Backup DED | \$92,793 |
| Excess Liability | 3342505 | 12/31/18-19 | Ironshore Specialty Insurance Co. | \$10,000,000 Limits XS \$15,000,000 XS \$500,000 | | Included above |
| Special Form Property | 017471589/05 | 7/01/18-19 | Alliant Property Insurance Program (APIP) | \$301,695,116 TIV | \$25,000 DED | \$104,686 |
| Public Entity Pollution Insurance Program | PPL G24544837 0004 | 7/01/18-19 | Illinois Union Insurance Company (APIP) | \$25,000,000 Policy AGG | \$2,000,000 per Pollution Condition Limit/Member AGG: \$75,000 per Pollution Condition | Included above |
| Cyber Liability Coverage | PH1433938 | 7/01/18-19 | Lloyd's of London-Beazley Syndicate 2623-623 - 100% (APIP) | \$2,000,000 Third Party/ \$2,000,000 AGG/ \$50,000 Retention | | Included above |
| Primary Insurance Program >General Liability | 5105-1158-05 | 12/31/18-19 | Allied World Assurance Company | \$1,000,000 OCC \$3,000,000 AGG | \$0 DED | \$3,256 |
| Excess Liability | 5107-1158-05 | 12/31/18-19 | Allied World Assurance Company | \$4,000,000 Employers' Liab. Excluded | | Included above |
| Workers' Compensation Employers' Liability | CSWC FSSD 1819 1 | 7/01/18-19 | CSRMA Pooled Workers' Compensation | \$750,000 | \$0 DED | \$111,175 |
| Excess Workers' Compensation Employers' Liability | SP 4058685 | 7/01/18-19 | Safety National Casualty Corp. | Statutory XS \$750,000 \$1,000,000 XS \$750,000 | | Included above |
| Auto Physical Damage Policy | MXI 93058679 | 7/01/18-19 | AGCS Marine Insurance Company | \$527,050 Total Value | \$25,000/25,000 Comp & Collision DED | \$1,771 |
| ID Fraud Master Policy | 106007331 | 10/13/18-19 | Travelers Insurance Company | \$25,000 Limit | \$0 DED | No Charge |

Source: California Sanitation and Risk Management Authority

FAIRFIELD-SUISUN SEWER DISTRICT
Economic and Demographic Information

Schedule 15
Population Served

| Year | City of Fairfield | City of Suisun City | Total Served | % Change |
|------|----------------------|------------------------|-----------------|-------------|
| 2010 | 105,955 | 28,962 | 134,917 | -0.3% |
| 2011 | 104,815 | 28,212 | 133,027 | -1.4% |
| 2012 | 106,379 | 27,978 | 134,357 | -0.4% |
| 2013 | 108,207 | 28,234 | 136,441 | 2.6% |
| 2014 | 105,321 | 28,111 | 133,432 | -0.7% |
| 2015 | 110,018 | 28,549 | 138,567 | 1.6% |
| 2016 | 112,637 | 29,091 | 141,728 | 6.2% |
| 2017 | 114,157 | 29,295 | 143,452 | 3.5% |
| 2018 | 116,156 | 29,192 | 145,348 | 2.6% |
| 2019 | 119,544 | 29,447 | 148,991 | 3.9% |

The above table sets forth population figures for both cities for the last ten years.

Source: State of California Department of Finance

FAIRFIELD-SUISUN SEWER DISTRICT

Economic and Demographic Information

Schedule 16

Major Employers (Current year compared to nine years ago)

| Firm Name | Type of Business | 2019 | | % of Total City of Fairfield | | 2010 | | % of Total City of Fairfield | |
|--|------------------------|-----------|---------|------------------------------|---------|-----------|---------|------------------------------|---------|
| | | Employees | Ranking | Employees | Ranking | Employees | Ranking | Employees | Ranking |
| Travis Air Force Base | Military Base | 13,414 | 1 | 21% | | 14,353 | 1 | 31% | |
| County of Solano | Government | 2,633 | 2 | 4% | | 2,850 | 2 | 6% | |
| Fairfield-Suisun Unified School District | Education | 2,213 | 3 | 4% | | 2,000 | 3 | 7% | |
| NorthBay Medical Center | Hospital | 1,969 | 4 | 3% | | 1,115 | 4 | 3% | |
| Solano Community College | Education | 750 | 5 | 1% | | 650 | 5 | 1% | |
| City of Fairfield | Government | 680 | 6 | 1% | | 560 | 6 | 2% | |
| Sutter Regional Medical Foundation | Medical | 475 | 9 | 1% | | 475 | 7 | 0% | |
| Jelly Belly Candy Co. | Candy & Confections | 489 | 8 | 1% | | 461 | 8 | 1% | |
| Partnership HealthPlan | Insurance | 561 | 7 | 1% | | - | - | 0% | |
| Westamerica Bank | Corporate Headquarters | 418 | 10 | 1% | | 407 | 10 | 1% | |
| Copart | | - | - | 0% | | 450 | 9 | 1% | |

Source: City of Fairfield and California Employment Development Department

FAIRFIELD-SUISUN SEWER DISTRICT
Economic and Demographic Information

Schedule 17
Full-Time District Employees by Program
Last Ten Fiscal Years

| Function/Program | Fiscal Year Ended June 30, | | | | | | | | | |
|----------------------------------|----------------------------|------|------|------|------|------|------|------|------|------|
| | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
| Engineering and Construction (1) | 6 | 6 | 6 | 6 | 6 | 7 | 7 | 7 | 9 | 9 |
| Finance and Administration | 5 | 6 | 6 | 7.5 | 7 | 7 | 7 | 8 | 7 | 8 |
| Regulatory (2) | 4 | 4 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4 |
| Information Systems (3) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Safety | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Operation and Maintenance | 40 | 40 | 40 | 39 | 40.5 | 41 | 41 | 41 | 42 | 39 |
| Total | 56 | 57 | 57.5 | 58.0 | 59.0 | 60.5 | 60.5 | 61.5 | 63.5 | 63 |

Billing and collection functions are contracted out to third parties.

- (1) This includes engineering technicians/inspectors.
- (2) This includes laboratory and source control.
- (3) Contracted out starting fiscal year 2010/11.

Source: Fairfield-Suisun Sewer District

FAIRFIELD-SUISUN SEWER DISTRICT
 Economic and Demographic Information

Schedule 18
Other Information

General

| | |
|-------------------------------|---|
| Service area | City of Fairfield City of Suisun City |
| Governing body | Council members of both cities |
| Chief executive officer | General Manager |
| Date of formation | May 5, 1951 |
| Type of service | Sewage collection, treatment and disposal and drainage maintenance |
| Number of full-time employees | 56.0 |
| District population | 148,991 |

Wastewater Facilities

| | |
|-------------------------------------|-----------|
| Area served (square miles) | 41 |
| Number of treatment plant(s) | 1 |
| Number of pump stations | 12 |
| Permitted dry weather capacity | 23.70 MGD |
| Average dry weather flow | 10.70 MGD |
| Miles of sewer (12-inch and larger) | 70 |

Stormwater Facilities

| | |
|----------------------------|----|
| Area served (square miles) | 41 |
| Number of pump stations | 7 |

Source: Fairfield-Suisun Sewer District

SINGLE AUDIT REPORT

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors
Fairfield-Suisun Sewer District

Report on Compliance for Each Major Federal Program

We have audited the Fairfield-Suisun Sewer District's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Fairfield-Suisun Sewer District's major federal programs for the year ended June 30, 2019. Fairfield-Suisun Sewer District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Fairfield-Suisun Sewer District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Fairfield-Suisun Sewer District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Fairfield-Suisun Sewer District's compliance.

Opinion on Each Major Federal Program

In our opinion, the Fairfield-Suisun Sewer District, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control over Compliance

Management of the Fairfield-Suisun Sewer District, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Fairfield-Suisun Sewer District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Fairfield-Suisun Sewer District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Cropper Accountancy Corporation
CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, California
October 4, 2019

**FAIRFIELD-SUISUN SEWER DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2019**

| Federal Grantor/Program or Cluster Title | Federal CFDA Number | Pass-through Grantor and Number | Passed through to Subrecipients | Federal Expenditures(\$) |
|---|---------------------------|--|------------------------------------|-----------------------------|
| Clean Water State Revolving Fund Cluster-Cluster | | California State Water Resources Control Board, D17-01020 | | |
| United States Environmental Protection Agency | | | | |
| Capitalization Grants for Clean Water State Revolving Funds | 66.458 | | \$ - | \$ 4,000,000 |
| Total Capitalization Grants for Clean Water State Revolving Funds | | | - | 4,000,000 |
| Total United States Environmental Protection Agency | | | - | 4,000,000 |
| Total Clean Water State Revolving Fund Cluster-Cluster | | | - | 4,000,000 |
| Total Expenditures of Federal Awards | | | \$ - | \$ 4,000,000 |

The accompanying notes are an integral part of these financial statements.

FAIRFIELD-SUISUN SEWER DISTRICT
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2019

1. The Schedule of Expenditures of Federal Awards presents the activities of federal award programs expended by the Fairfield-Suisun Sewer District (the “District”). The District’s reporting entity is defined in Note 1 to the financial statements.
2. The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the District under programs of the federal government for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the District.
3. The Schedule of Expenditures of Federal Awards is presented on the accrual basis of accounting. This is the same method of accounting as was used in the preparation of the District’s basic financial statements.
4. The District did not pass-through any federal awards to subrecipients during the fiscal year ended June 30, 2019.
5. The total amount expended for this project through June 30, 2019 was \$7,551,824, which includes both State and Federal funds.

**FAIRFIELD-SUISUN SEWER DISTRICT
STATUS OF PRIOR AUDIT FINDINGS
JUNE 30, 2019**

The previous audit report for the year ended June 30, 2018, contained no audit findings.

**FAIRFIELD-SUISUN SEWER DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section I - Summary of Auditors' Results

Financial Statements

| | |
|--|----------------------|
| Type of auditors' report issued: | <u>unmodified</u> |
| Internal control over financial reporting: | |
| Material weaknesses identified? | <u>no</u> |
| Reportable conditions identified not considered material weaknesses? | <u>none reported</u> |
| Noncompliance material to financial statements? | <u>no</u> |

Federal Awards

| | |
|---|----------------------|
| Internal control over major programs: | |
| Material weaknesses identified? | <u>no</u> |
| Reportable conditions identified not considered material weaknesses? | <u>none reported</u> |
| Type of auditors' report issued on compliance for major programs: | <u>unmodified</u> |
| Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516? | <u>no</u> |
| Identification of major programs: | |
| Clean Water State Revolving Fund Cluster: | |
| Capitalization Grants for Clean Water State Revolving Funds | <u>66,458</u> |
| Dollar threshold to distinguish between Type A and Type B programs | <u>\$750,000</u> |
| Auditee qualified as low risk auditee? | <u>no</u> |
| Section II - Financial Statement Findings | <u>n/a</u> |
| Section III - Federal Award Findings | <u>n/a</u> |

Financial Statements as of June 30, 2019



Cropper Accountancy Corporation

Items worthy of discussion

- Unmodified Opinion (pages 1 – 2)
- Single Audit
 - Includes opinion on Federal Award Expenditures and an opinion on compliance
- Communication with Those Charged with Governance (SAS 114)
 - Sensitive estimates
 - Sensitive disclosures
- No Management Letter (SAS 115)

Required Communications with Those Charged with Governance



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October 23, 2019

Board of Directors

Fairfield-Suisun Sewer District
1010 Chadbourne Road
Fairfield, California

We have audited the basic financial statements of Fairfield-Suisun Sewer District for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 17, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Fairfield-Suisun Sewer District are described in Note 2 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2019. We noted no transactions entered into by Fairfield-Suisun Sewer District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Fairfield-Suisun Sewer District's financial statements were:

- Management's estimate of the pension related deferred inflows, deferred outflows, net pension liability, and pension expense is based on actuarial valuation and the requirements of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - an Amendment of GASB Statement No. 27*. We evaluated the key factors and assumptions used to develop the pension related estimates in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the Other Postemployment Benefits (OPEB) deferred inflows, deferred outflows, net OPEB liability, and OPEB expense is based on actuarial valuation and the requirements of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. We evaluated the key factors and assumptions used to develop the pension related estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

- Management's estimate of the depreciation expense is based on the District capitalization policy, judgment about which items represent routine maintenance and repairs, as well as the estimated useful lives of the underlying assets. We evaluated the key factors and assumptions used to develop the estimate of the depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosures regarding the Pension Plan in Note 10 to the financial statements which describes the Plan's provisions as well as the actuarially determined deferred inflows, outflows, net pension liability, and expense.
- The Other Postemployment Benefits disclosure in Note 11 to the financial statements provides information about the plan, the associated benefits, and the actuarially determined deferred inflows, outflows, net OPEB obligation, and OPEB expense.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 4, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Fairfield-Suisun Sewer District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Fairfield-Suisun Sewer District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Schedule of Changes in the Net OPEB Liability and Related Ratios Schedule of Employer Contributions, Schedule of Proportionate Share of the Net Pension Liability, and Schedule of the Proportionate Share of Employer Contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Schedule of Expenditures of Federal Awards and on Compliance for each Major Program, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of Fairfield-Suisun Sewer District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,


CROPPER ACCOUNTANCY CORPORATION

Walnut Creek, California

Statement of Net Position

| | 2019 | 2018 | Increase (Decrease) | Change In % |
|-------------------------------|---------------|---------------|------------------------|----------------|
| Current Assets | \$ 54,477,666 | \$ 43,484,699 | \$ 10,992,967 | 25.28% |
| Noncurrent Assets | 74,449,579 | 69,597,078 | 4,852,501 | 6.97% |
| Deferred Outflows | 5,567,959 | 3,655,951 | 1,912,008 | 52.30% |
| Current Liabilities | (3,760,468) | (2,692,316) | 1,068,152 | 39.67% |
| Noncurrent Liabilities | (24,659,034) | (16,620,117) | 8,038,917 | 48.37% |
| Deferred Inflows | (554,558) | (324,127) | 230,431 | 71.09% |
| Net investment in Cap. Assets | 59,386,089 | 60,274,821 | (888,732) | -1.47% |
| Restricted Net Position | 39,856,692 | 20,937,855 | 18,918,837 | 90.36% |
| Unrestricted Net Position | 5,743,857 | 15,888,492 | (10,144,635) | -63.85% |

Statement of Revenues, Expenses, and Changes in Net Position

| | 2019 | 2018 | Increase (Decrease) | Change In % |
|---------------------------------------|------------------|------------------|------------------------|----------------|
| Operating Revenues | \$ 29,452,217 | \$ 27,646,290 | \$ 1,805,927 | 6.53% |
| Operating Expenses | (25,928,031) | (25,314,986) | 513,045 | 2.03% |
| Nonoperating Revenues and Expenses | 1,370,292 | 472,773 | 897,519 | 189.84% |
| Capacity Fees | 2,999,992 | \$ 2,078,648 | 921,344 | 44.32% |
| Change in Net Position | 7,894,470 | 4,882,725 | 3,011,745 | 61.68% |
| Beginning Net Position | 97,101,168 | 92,218,443 | 4,882,725 | 5.29% |
| Ending Net Position | \$ 104,995,638 | \$ 97,101,168 | \$ 7,894,470 | 8.13% |

Long-term Debt

State Revolving Fund Loan

| | UV Disinfection Project | Blower Project | Total |
|--------------------------------------|-------------------------------|-------------------|---------------|
| Principal outstanding, July 1, 2018 | \$ 7,935,219 | \$ 650,000 | \$ 8,585,219 |
| Additions | - | 6,901,825 | 6,901,825 |
| Maturities | (510,592) | - | (249,836) |
| Principal outstanding, June 30, 2019 | \$ 7,424,627 | \$ 7,551,825 | \$ 14,976,452 |

Single Audit

Schedule of Expenditures of Federal Awards

| Federal Program | Federal CFDA Number | Pass-through Grantor and Number | Federal Expenditures |
|--|---------------------|---|----------------------|
| Capitalization Grant for Clean Water State Revolving Funds | 66.458 | California State Water Resources Control Board D17-01020 | \$ 4,000,000 |

Single Audit

Additional Testing Required

- Activities Allowed
- Allowable Costs
- Cash Management
- Period of Performance
- Procurement and Suspension & Debarment
- Program Income
- Reporting
- Environmental Review
- American Iron and Steel
- Fiscal Sustainability Plans
- Cost Effectiveness Analysis Certification



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

November 21, 2019

MEMORANDUM

TO: Board of Directors

FROM: Gregory G. Baatrup, General Manager

SUBJECT: City of Fairfield Council Districts Process and Implications on Fairfield-Suisun Sewer District Board

Recommendation:

Receive report and discuss.

Background:

Recently in the City of Fairfield District Election process, one of the many issues that the City needs to resolve is the number of Council Districts that will be created. At their October 15, 2019 meeting, the Fairfield City Council expressed preference for a “Six Council District/Mayor-at-Large” structure. There are several steps to go in the process and no final decision has been made.

The Fairfield City Council expressed preference could have an impact on the make-up of Fairfield-Suisun Sewer District Board of Directors. Section 25 of the Fairfield-Suisun Sewer District Act (“FSSD Act” a.k.a. “Enabling Act”) states “The district shall be governed by a board of directors of 10 members who shall be ex officio, all members of the city councils of the cities.” Historically, the Board of Directors has been all five councilmembers from City of Fairfield and all five members from City of Suisun City.

Discussion:

As there may be implications to the make-up of the Fairfield-Suisun Sewer District Board of Directors, staff would like to begin discussions on District strategies, especially if those strategies have long implementation schedules. Attached is the November 14, 2019 memorandum from District Counsel on the potential impacts and options for the District Board composition.

At the November 18, 2019 Executive Committee, the members recommended the Board consider the options and declare its preference for Option 1 as presented on page 3 of the attached memorandum.

City of Fairfield Council Districts Process and Implications on Fairfield-Suisun Sewer District Board

November 21, 2019

Page 2 of 2

Following a declaration, the Board of Directors may wish to express its preference to the City of Fairfield and engage the Mayor and City Council in discussions on the roles and responsibilities of the two councilmembers that would not be seated as Board members. The Executive Committee members recommend the outcome of those discussion be incorporated into a policy on members and 'reserve' members of the Board of Directors. The policy would address Board attendance, compensation, benefits, training, conference attendance of members and 'reserve' members.

Attachment: #1 – November 14, 2019 Memorandum from District Counsel to the Executive Committee on Potential impact of expansion of the Fairfield City Council on District Board Composition



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

November 14, 2019

MEMORANDUM

TO: Executive Committee

FROM: Bernadette Curry, District Counsel

CC: Greg Baatrup, General Manager

SUBJECT: Potential impact of expansion of the Fairfield City Council on District Board composition

The California Voting Rights Act (CVRA) of 2001 prohibits the use of an at-large election in a political subdivision if it would impair the ability of a protected class, as defined, to elect candidates of its choice or otherwise influence the outcome of an election. In response to a notice of potential violation of the CVRA, at its October 15th Council meeting, the Fairfield City Council began to discuss the process to move to district-based elections. As part of that process, there was consensus amongst the Fairfield Council to consider expanding the council to six members each elected from an established district and the mayor elected at large, for a total of seven members.

Any change in the composition of the Fairfield City Council could have an impact on the District Board; specifically, since Section 25 and 26 of the District's Enabling Act establishes the Board as follows:

25. The district shall be governed by a board of directors of 10 members who shall be ex officio, all members of the city councils of the cities.
26. A quorum for the transaction of business shall consist of any six members of the board. No action shall be taken without the affirmative vote of at least six members.

In anticipating a potential impact on the District Board composition should the Fairfield Council expand to a total of 7 members, staff surveyed CASA member agencies (exclusive of cities and/or counties) and found that in those 96 Districts, there are two agencies that have 3 members and three agencies that are governed by more than 10 while the vast majority of districts have a 5-member board.

| Members | # of District | Notes |
|---------|---------------|---|
| 3 | 2 | Delta Diablo, San Rafael Sanitation |
| 4 | 3 | |
| 5 | 74 | |
| 6 | 3 | |
| 7 | 4 | |
| 8 | 1 | Vallejo Flood and WWD (7 city council, 1 county supervisor) |
| 9 | 2 | |
| 10 | 4 | FSSD, Monterey 1 Water (one from each agency) |
| >10 | 3 | LA County San 98, Orange County San - 25, Regional San - 17 |

An increase in the Fairfield Council to 7 members wouldn't necessarily trigger the need for a change to the Enabling Act if the decision were to only send 5 designated members of the Council to District Board meetings; however, any other scenario would necessitate a change.

The following is a summary of a few possible scenarios involving different composition to the District Board and whether such change would require a legislative amendment to the Enabling Act.

For example, if Fairfield does increase, the City of Suisun City could also choose to increase thereby increasing the total membership to 14. Such a change would have a small impact the District's budget due to increased annual Board compensation, etc. as well as operationally due to limited size in the current meeting space. Even if Suisun City did not increase, the Enabling Act would need to be changed to increase membership and address a new standard for the quorum.

The Board could choose to propose an amendment to the Enabling Act that would assign representation on the Board based on population served with roughly 80% of the District customers residing in Fairfield, which would give Fairfield 8 members on the Board.

Alternatively, the Board could recommend reducing the size of the Board to just the Mayor and Vice-Mayor of each city or reduce to the Mayor/Vice-Mayor of each city but include a County Supervisor as a representative of the customers currently being served in the unincorporated area. Yet another option would be to have just the Mayors and the Chair of the Board of Supervisors which is similar to the governance structure if the District were established as a county sanitation district. (See Cal. Health & Safety Code sec. 4730).

As indicated in the table, all option except for the status quo or Fairfield choosing to assign 5 of its new members will require an amendment to the Enabling Act. Given the recent experience of the passage of AB530, it is expected that the District will need to take action to request a change to the Enabling Act and secure support from our legislative delegation to carry such a bill.

| FSSD Board of Directors Options | | | | | | | |
|---------------------------------|--------------------|-----------|--------|--------------------|--------------------|-----------------------------|--|
| Option | Board of Directors | Fairfield | Suisun | Solano County Sup. | Votes for a quorum | Requires change to FSSD Act | Issues, Comments |
| | 10 | 5 | 5 | | 6 | no | Current structure |
| 1 | 10 | 5+2 | 5 | | 6 | no | City of Fairfield to seat 5, reserve 2 |
| 2 | 14 | 7 | 7 | | 8 | yes | 14 assumes Suisun also converts to 6 Council District+Mayor-at-Large. Quorum of 8 keeps one City from controlling an outcome; however, could be a challenge to get 8 members to attend every meeting to conduct business. Current meeting room may not be large enough. Board compensation would increase by \$2,400 plus additional cost of Special Meetings, Conferences, etc. |
| 3 | 12 | 7 | 5 | | 7 or 8 | yes | At a minimum, quorum would have to be increased to 7. Increasing quorum to 8 would maintain intent of Enabling Act of shared governance however, would still be a challenge to get 8 members to attend every meeting to conduct business. Current meeting room may not be large enough. Board compensation would increase by \$2,400 plus additional cost of Special Meetings, Conferences, etc. |
| 4 | 10 | 8 | 2 | | ? | yes | Keep membership at 10 but distribute membership based on population - would need to amend FSSD Act to allow one 'non-council' member to sit on Board. Since Suisun couldn't carry a vote, could make quorum anything including simple majority of attendees. |
| 5 | 4 | 2 | 2 | | 3 | yes | Mayor & Vice-Mayor from each city- Council members will have to 'advise' reps either formally or informally |
| 6 | 5 | 2 | 2 | 1 | 3 | yes | Mayor, Vice-Mayor plus Solano County Supervisor as rep for out-of-area services |
| 7 | 3 | 1 | 1 | 1 | 2 | yes | Mayor of each City plus County Supervisor as rep for out-of-area service |



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

November 21, 2019

MEMORANDUM

TO: Board of Directors

FROM: Gregory G. Baatrup, General Manager

SUBJECT: Board Calendar

Recommendation:

Review and comment as necessary on the calendar items.

Background:

Attached is a listing of the contemplated agenda items for the next 12 months and a recap of the non-routine agenda items. These are provided as a recap of action from the last 12 months and as a look ahead for the next 12 months. The contemplated agenda items may vary from the table as issues and priorities change overtime.

Attachment: #1 – Board Calendar

Fairfield-Suisun Sewer District

Attachment #1

Contemplated and Recent Board of Directors Agenda Items

November 21, 2019

| Month Year | Contemplated Board of Directors Meeting Agenda Items | Executive Committee | Board of Directors |
|-------------------|--|------------------------|-----------------------|
| November 2019 | <ol style="list-style-type: none"> 1. Board of Directors 2020 Meeting Schedule 2. Discuss Implications of City of Fairfield Council District to FSSD 3. Report from Cropper on Financial Audit for FY 2018/2019 4. Receive Final CAFR for FY 2018/2019 | 11/18/2019 | 11/25/2019 |
| December 2019 | | Not Scheduled | Not Scheduled |
| January 2020 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report & Performance Review 2. Quarterly Investment Report 3. Report on Collection System Master Plan 4. Receive Engineer's Report on Capacity Calculation Formulas for future Commercials and Industrial Customers 5. Award Consulting Services Agreement for the Design of HVAC Rehabilitation Project 6. Award Construction Services Agreement - Electrical Reliability Project, Ph1 7. General Manager Compensation | 1/13/2020 | 1/27/2020 |
| February 2020 | | Not Scheduled | Not Scheduled |
| March 2020 | <ol style="list-style-type: none"> 1. Award Construction Services Agreement for the Digester Reliability Improvement Project 2. Award Construction Services Agreement - Pump Station Pavement Rehab | 3/16/2020 | 3/23/2020 |
| April 2020 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report & Performance Review 2. Quarterly Investment Report 3. Report on Investment Options from District's Investment Advisor, pfm 4. Award Construction Services Agreement - HVAC Rehabilitation Project 5. Receive Report on District Assets 6. Award Consulting Services Agreement for Collection System and Treatment Plant Asset Management Project | 4/20/2019 | 4/27/2019 |
| May 2020 | | 5/18/2019 | Not Scheduled |
| June 2020 | <ol style="list-style-type: none"> 1. Adopt Resolution approving District Salary Schedule 2. Investment Policy Update 3. Board Compensation | 6/15/2020 | 6/22/2020 |
| July 2020 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report & Performance Review 2. Quarterly Investment Report 3. Vote on CASA Board and Dues | 7/20/2020 | 7/27/2020 |
| August 2020 | | Not Scheduled | Not Scheduled |
| September 2020 | <ol style="list-style-type: none"> 1. Directors Report on CASA Annual Meeting | 9/21/2020 | 9/28/2020 |
| October 2020 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report & Performance Review 2. Quarterly Investment Report 3. Memo - CASA State Legislature Results 4. Conflict of Interest Policy 5. Receive Report on OMRC 4th Operational Year | 10/19/2020 | 10/26/2020 |

| Month Year | Recent Non-routine Agenda Items |
|-------------------|---|
| November 2018 | <ol style="list-style-type: none"> 1. Board of Directors 2019 Meeting Schedule 2. Review and Approve Upgrade to District Signage 3. Approve Contract for the predesign/design of upgrades to Digester 2 4. NPDES Permit Technical Assistance contract 5. Resolution to join CSAC EIA to purchase Dental Insurance 6. Receive Final CAFR |
| December 2018 | Not Scheduled |
| January 2019 | <ol style="list-style-type: none"> 1. Quarterly Investment Report 2. Quarterly General Manager Report 3. Resolution Congratulating retirees on the occasion of their retirement 4. Resolution of Support for legislative changes to the FSSD Act 5. Report on Master Plan Update Study |
| February 2019 | Not Scheduled |
| March 2019 | <ol style="list-style-type: none"> 1. Approve Ad Hoc Community to evaluate options for conducting GM Performance 2. Receive report on AB 530 and adopt resolution naming the District as the bill sponsor 3. Receive report on legislation and approve oppose letters on SB 332 and support for US HR 1764 4. Adopt Resolution approving FY 2019/20 & FY 2020/21 budgets (Tabled to 4/22/2019) |
| April 2019 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report 2. Quarterly Investment Report 3. Consider adding budget expense line item for City Sewer Replacement 4. Discuss Process for GM Evaluation 5. Authorize GM to execute a Professional Services Agreement for Auditing Services with Cropper Accounting |
| May 2019 | Not Scheduled |
| June 2019 | <ol style="list-style-type: none"> 1. General Manager Performance Evaluation 2. Adopt Resolution approving District Salary Schedule 3. Investment Policy Update 4. Board Compensation 5. Authorize GM to execute a Professional Services Agreement with BHI Management Consulting to assist with GM Evaluation 6. Approve Budgets for FY 2019/20 and FY 2020/21 |
| July 2019 | <ol style="list-style-type: none"> 1. Quarterly General Manager Report 2. Receive Quarterly Investment Report from pfm 3. Vote on CASA Board and Dues 4. Receive Report on completion of Nutrient Optimization and Upgrade Studies 5. Review Response to Solano County Grand Jury Report on Wastewater Treatment |
| August 2019 | Not Scheduled |
| September 2019 | <ol style="list-style-type: none"> 1. Adopt Resolution No. 2019-13, Granting a Time Extension for the Completion of the Recycled Water Pipeline Construction in the 1974 Agreement 2. Receive report on the District's preparations for PG&E's Public Safety Power Shutoff Program 3. Authorize General Manager to execute Amendment Number 1 to the BHI Management Consultants Professional Services Agreement 4. Authorize General Manager to execute a Professional Services Agreement with Brown and Caldwell for the Digester Feedstock and Biogas Master Plan |
| October 2019 | <ol style="list-style-type: none"> 1. Adopt Resolution No. 2019-14, Rescinding Previous and Adopting new Conflict of Interest Codes 2. Receive report on the 3rd Year of Organic Material Recovery Center 3. Receive Report on State Legislation for the 2018/19 Legislation Session 4. General Manager Performance Evaluation |



FAIRFIELD-SUISUN SEWER DISTRICT

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GREGORY G. BAATRUP, GENERAL MANAGER

November 21, 2019

MEMORANDUM

TO: Board of Directors

FROM: Gregory G. Baatrup, General Manager

SUBJECT: Board and Management Policies

Recommendation:

Review and Discuss the attached Draft Policy List.

Discussion:

In the October 28, 2019 General Manager Evaluation, the Board included a section listing the 2019-2020 GM Performance Goals and Objectives. This memorandum provides a starting point for the goal entitled “*Develop and prioritize a list of Board and Management Policies, which include an annual adoption schedule and vetting process by the Board*”.

The attached Draft Policy List was copied from a list of sample policies developed by the California Special District Association (CSDA). As noted on the attached list, many of the policies suggested by CSDA have been addressed in various ways.

At the November 18, 2019 Executive Committee Meeting, the members reviewed the list and will be working with the General Manager at least quarterly to review priorities and policy documents. The goal is to have a ‘Policy Book’ for the Board by January 2022.

Attachment: #1 – November 14, 2019 Draft Policy List

| Draft Policy Listing | | | | | | | |
|----------------------------------|--|--|---|---|-------------------|------------------|---|
| POLICY # (Suggested) | POLICY CONTENT | Board (0 = no written policy to 5 = complete) | Administrative (0 = no known policy to 5 = complete) | Priority (h = high, m = medium, l = low) | Adopted / Updated | Next Review Date | Reference |
| 1000 | Purpose of Board Policies | 0 | | h | | | |
| 1010 | Adoption/Amendment of Policies | 0 | | h | | | |
| 1050 | Copying Public Documents | 0 | | m | | | Public Records Act |
| 2000 -- PERSONNEL | | | | | | | |
| 2000 | Executive Officer | 2 | 2 | m | | | GM Employment Agreement and other resolutions |
| 2010 | Hours of Work and Overtime | - | 4 | m | | | Employee Manual |
| 2020 | Vacation | - | 4 | m | | | Employee Manual |
| 2030 | Holidays | - | 4 | m | | | Employee Manual |
| 2040 | Sick Leave | - | 4 | m | | | Employee Manual |
| 2045 | Family and Medical Leave | - | 4 | m | | | Employee Manual |
| 2050 | Bereavement Leave | - | 4 | m | | | Employee Manual |
| 2060 | Jury Duty | - | 4 | m | | | Employee Manual |
| 2070 | Continuity | | | | | | |
| 2080 | Employee Status | - | 4 | m | | | Employee Manual |
| 2090 | Uniforms and Protective Clothing | - | 4 | m | | | Employee Manual |
| 2100 | Vehicle Cost Reimbursement | - | 4 | m | | | Employee Manual |
| 2110 | Health and Welfare Benefits | - | 4 | m | | | Employee Manual |
| 2115 | Volunteer Workers' Compensation Insurance | | | | | | CSRMA Official Documents |
| 2120 | Educational Assistance | - | 4 | m | | | Employee Manual |
| 2130 | Pay Periods | - | 4 | m | | | Employee Manual |
| 2140 | Advancement of Wages | - | 4 | m | | | Employee Manual |
| 2150 | Compensation | - | 4 | m | | | Employee Manual |
| 2155 | Guidelines on Accepting and Providing Gifts, Entertainment, and Services | 2 | 2 | m | | | Political Reform Act |
| 2160 | Authorized Leave of Absence | - | 0 | m | | | Employee Manual |
| 2165 | Unauthorized Voluntary Absence | - | 0 | m | | | |
| 2170 | Performance Evaluation | - | 0 | h | | | |
| 2180 | Grievance Procedure | - | | | | | |
| 2190 | Drug and Alcohol Abuse | - | 4 | m | | | Employee Manual |
| 2192 | Substance Abuse (in conformance with DOT Guidelines) | - | 4 | m | | | Employee Manual |
| 2195 | Use of Tobacco Products Within the District | | | | | | |
| 2197 | Smoke-free Workplace | | | | | | |
| 2200 | Pre-Employment Physical Examination | - | 4 | m | | | Employee Manual |
| 2210 | Sexual Harassment | - | 4 | m | | | Employee Manual |
| 2215 | Harassment | - | 4 | m | | | Employee Manual |
| 2220 | Affirmative Action | - | 4 | m | | | Employee Manual |
| 2225 | Equal Opportunity | - | 4 | m | | | Employee Manual |
| 2230 | Nepotism | - | 0 | m | | | |
| 2240 | Outside Employment | | 0 | l | | | |
| 2250 | Separation from District Employment | | 0 | l | | | |
| 2251 | Confidentiality Regarding Resignations | | 0 | l | | | |
| 2255 | Letters of Recommendation | - | 3 | m | | | Employee Manual |
| 2260 | Disciplinary Action | - | 4 | m | | | Employee Manual |
| 2270 | Internet, E-mail, and Electronics Communication Ethics, Usage and Security | - | 4 | m | | | Employee Manual |
| 2280 | Employee Usage of Tools and Equipment | - | 4 | m | | | Employee Manual |
| 2290 | District Vehicle Usage | - | 4 | m | | | Employee Manual |
| 2295 | Driver Training and Record Review | - | 4 | m | | | Employee Manual |
| 2300 | Job Description | - | 0 | l | | | |
| SERIES 3000 -- OPERATIONS | | | | | | | |
| 3010 | Illness and Injury Prevention Program | - | 4 | l | 5/22/2018 | | IIP Plan Document |
| 3020 | Budget Preparation | 0 | | m | | | |
| 3030 | Fixed Asset Accounting Control | | 3 | l | | | Finance Dept Procedures |

| POLICY # (Suggested) | POLICY CONTENT | Board (0 = no written policy to 5 = complete) | Administrative (0 = no known policy to 5 = complete) | Priority (h = high, m = medium, l = low) | Adopted / Updated | Next Review Date | Reference |
|--|---|--|---|---|-------------------|------------------|--|
| 3035 | Investment of District Funds | 5 | | l | 6/25/2019 | 2020 | Resolution 2019-09 |
| 3037 | Customer Payment Arrangements | | 3 | l | | | Finance Dept Procedures |
| 3040 | Expense Authorization | | 2 | h | | | Finance Dept Procedures |
| 3042 | Employment of Outside Contractors and Consultants | 3 | | m | | | Resolution 2008-20 |
| 3050 | Easement Abandonment | 0 | | l | | | |
| 3060 | Easement Acceptance | 4 | | l | | | Resolution 2007-33 |
| 3070 | Encroachment Permits | 4 | | l | | | Resolution 04-18 |
| 3080 | Purchasing | | 2 | h | | | Finance Dept Procedures |
| 3085 | Surplus Property | 3 | | m | | | Resolution 2008-20 |
| 3090 | Records Retention | 4 | | m | | | Resolution 2011-03 |
| 3100 | Insurance Coverage | 0 | | m | | | CSRMA Official Documents |
| | | | | | | | |
| | | | | | | | |
| SERIES 4000 -- BOARD OF DIRECTORS | | | | | | | |
| 4010 | Code of Ethics | 5 | | h | 3/28/2016 | | Resolution 2016-03 |
| 4015 | Voluntary Candidate Expenditure Ceiling | n/a | n/a | n/a | n/a | n/a | n/a |
| 4020 | Attendance at Meetings | | | | | | |
| 4030 | Remuneration and Reimbursement | 4 | | | 6/19/2019 | 6/1/2020 | Resolution 2019-12 & Ordinance 2016-02 |
| 4035 | Directors' Health Insurance | 3 | | l | 6/23/2011 | | Resolution 01-19 |
| 4040 | Board President | 3 | | l | 7/10/2019 | | FSSD Act |
| 4050 | Members of the Board of Directors | 3 | | l | 7/10/2019 | | FSSD Act |
| 4060 | Committees of the Board of Directors | 4 | | l | 8/27/2012 | | Resolution 2012-13 |
| 4070 | Basis of Authority | 3 | | l | 7/10/2019 | | FSSD Act |
| 4080 | Membership in Associations | | | | | | |
| 4090 | Training, Education and Conferences | 5 | | l | 4/23/2018 | 2020 | Resolution 2016-04 |
| 4100 | Electronic Equipment Policy | 5 | | l | 1/28/2019 | 2023 | Resolution 2019-05 |
| | | | | | | | |
| SERIES 5000 -- BOARD MEETINGS | | | | | | | |
| 5010 | Board Meetings | 2 | | m | | | Brown Act |
| 5020 | Board Meeting Agenda | 2 | | m | | | Brown Act |
| 5030 | Board Meeting Conduct | | | | | | |
| 5040 | Board Actions and Decisions | | | | | | |
| 5050 | Review of Administrative Decisions | | | | | | |
| 5060 | Minutes of Board Meetings | | | | | | Brown Act |
| 5070 | Rules of Order for Board and Committee Meetings | | | | | | |
| | | | | | | | |
| SERIES 6000 -- FACILITIES DEVELOPMENT | | | | | | | |
| 6010 | Development Improvement Standards | 3 | | l | | | Resolution 05-04 |
| 6020 | Environmental Review Guidelines | 3 | | l | | | Resolution 00-1 |
| 6030 | Annexation Procedures | 4 | | l | | | Enabling Act |
| 6040 | Project Approval | | | | | | |
| 6050 | Development Agreements | | | | | | |

FAIRFIELD-SUISUN SEWER DISTRICT

MINUTES

1010 CHADBOURNE ROAD FAIRFIELD, CA

TELEPHONE (707) 429-8930

WWW.FSSD.COM

Board of Directors Meeting

Date: November 25, 2019

Meeting Place: 1010 Chadbourne Road, Fairfield, California

Meeting Time: 6:00 p.m.

1. Roll Call - The meeting was called to order with the following members present: Directors Day and Moy (by teleconference), Vaccaro, Wilson (arrived at 6:01pm), Adams, Bertani, Price, Segala, Timm, and Williams.
2. Pledge of Allegiance was led by Director Price.
3. Public Comments – No comments.
4. Director Comments – The Board of Directors wished everyone a happy, safe Thanksgiving; grateful to serve the Board and community; thankful for the donations from the CASA organization; and thankful for the rain finally descending upon us.
5. General Manager Report – General Manager Baatrup reciprocated the greetings and wished everyone a Happy Thanksgiving and safe travels; likewise, thanked District Counsel Curry for her service over the years; and with her assistance, she introduced Carrie Scarlata as the new Assistant County Counsel replacing Curry in the new year to support the District.
6. Consent Calendar
 - (a) Approve Minutes of Meeting October 28, 2019.
 - (b) Approve Resolution No 2019-15 establishing the regular Board of Directors 2020 meeting schedule.

Upon motion by Director Timm, seconded by Director Segala the Consent Calendar was approved/adopted by the following roll call vote:

AYES: Segala, Moy, Timm, Day, Bertani, Williams, Price, Adams, Wilson,
Vaccaro
NOES: None
ABSENT: None
ABSTAIN: None

7. Discussion Items

- (a) Received Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2019. John Cropper of Cropper Accountancy Corporation showed a PowerPoint presentation and briefed the Board of Directors on their audit process and the results of their audits, pointing out items worthy of discussion such as the Statement of Net Position, Statement of Revenues, Expense, and Changes in Net Position, Long-term Debt State Revolving Fund Loan and Single Audits.

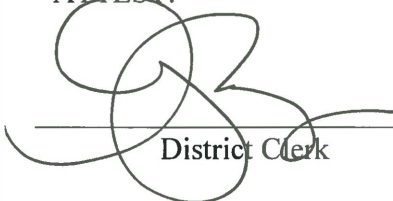
- (b) Received report on City of Fairfield Council Districts Process and Implementation on Fairfield-Suisun Sewer District Board. The Board considered potential impact of expansion of the Fairfield City Council on District Board composition and stated, under the guidance of the Executive Committee, the preference for Option 1 (City of Fairfield to seat 5, reserve 2) as presented in the memorandum from Solano County Counsel Curry with the intention of setting a new Board Policy manual to address the implementation. Director Moy voiced that all Council members should serve on the Board of Directors.
8. Action Items – None.
9. Information Items
- (a) Board Calendar – Reviewed listing of the contemplated agenda items for the next 12 months and recap of the non-routine agenda items.
 - (b) Board and Management Policies – Reviewed Draft Policy List and work with the General Manager at least quarterly to review priorities and policy documents. The goal is to have a “Policy Book” by January 2022.

The meeting adjourned at 6:48 p.m.

Respectfully submitted,



President

ATTEST:


District Clerk