



FAIRFIELD-SUISUN SEWER DISTRICT

1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • www.FairfieldSuisunSewer.ca.gov

Executive Committee Meeting Agenda

Meeting Date: July 21, 2025
Meeting Place: 1010 Chadbourne Rd, Fairfield, CA
Meeting Time: 4:00 p.m.

EXECUTIVE COMMITTEE

JENALEE DAWSON, PRESIDENT
CATHERINE MOY, VICE PRESIDENT
ALMA HERNANDEZ
DORISS PANDURO

1. Roll Call
2. Public Comments
3. General Manager Report
4. **Closed Session:**
 - (a) Conference with Legal Counsel – Anticipated Litigation
Pursuant to California Government Code Section 54956.9(d)(2) Significant Exposure to Litigation: One case
5. **Discussion Items:**

	<u>Page</u>
(a) Adopt Resolution No. 2025-XX Approving CASA Board of Directors Slate and Dues 2	
(b) Adopt Resolution No. 2025-XX Authorizing the General Manager to Execute an Agreement for Engineering Design Services for Lopes Road Lift Station Improvements.....	9
(c) Adopt Resolution No. 2025-XX Authorizing the General Manager to Execute an Agreement with Woodard & Curran, Inc. to provide Engineering Services for the Collection System Master Plan in an amount not to exceed \$1,200,000.....	20
6. **Action Items:**
 - (a) Approve July 28, 2025 Board of Directors Meeting Agenda 24
7. **Information Items:**
 - (a) Monthly Operating Data Summary 25
 - (b) Connection Fee Chart 26
 - (c) Quarterly Investment Report..... 27
 - (d) Draft Board Meeting Minutes of June 23, 2025..... 29
 - (e) Board Calendar 31

--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 and submitting the card to the Board Secretary. Comments on matters 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.



FAIRFIELD-SUISUN SEWER DISTRICT

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July 16, 2025

AGENDA REPORT

TO: Executive Committee

FROM: Jordan Damerel, General Manager

SUBJECT: Adopt Resolution No. 2025-XX Approving CASA Board of Directors Slate and Dues

Recommendation: Approve the recommended slate of Directors to serve three-year terms on the CASA Board of Directors, approve the recommended CASA dues increase.

Background: The 70th CASA Annual Conference will be held at the Marriott Marquis San Diego Marina from July 29 through August 1, 2025. On Thursday, July 31, 2025, CASA will hold its annual business meeting. The attached letter from the CASA President provides more information, including Director biographies and the Dues Resolution. There are two items on which CASA members can vote:

- Approve a slate of four Directors nominated to serve on the CASA Board of Directors; and
- Approve a Dues Resolution for Fiscal Year 2025, which includes a 3% increase in member agency dues.

Discussion: The Board has authorized the General Manager to serve as Agency Representative to CASA and to cast a ballot on behalf of the District. Staff have reviewed the proposed slate of Directors and the Dues Resolution, and recommends a ballot be cast to approve both. The dues increase has been accounted for in the FY25/26 budget.

Fiscal Impact: If the recommended Dues Resolution passes, the District's annual CASA membership will increase by 3% to \$19,700.

Attachments: 1 – Letter from CASA President
2 – 2025 CASA Ballot
3 – Resolution 2025-XX Approving CASA Board of Directors Slate and Dues



June 16, 2025

TO: CASA Member Agencies
FROM: Craig Murray, President
SUBJECT: **CASA ANNUAL BUSINESS MEETING—July 29-August 1, 2025**
Marriott Marquis San Diego Marina

CASA will hold its annual business meeting during the July 29-August 1, Annual Conference at the Marriott Marquis San Diego Marina. The meeting will be held in-person on Thursday, July 31. The agenda for the meeting is as follows:

Election of the Directors for FY 2025-26

The membership will be asked to approve a slate of four nominees for the open seats on the Board of Directors. The Directors will serve three-year terms. The slate was recommended by the Nominating Committee and approved by the Board of Directors. The nominees are:

- Rob Thompson, OC San
- Dave Pedersen, Las Virgenes MWD
- Tony Trembley, City of Camarillo
- Sandeep Karkal, Novato San

Brief biographies of the nominees are attached. The Board consists of 13 Directors, 12 elected by the members and one Associate Director appointed by the President. If elected, the four Directors will join eight incumbents. In addition to the elected Directors, the President will appoint a new Associates Director, Jamie Ferro, to a one-year term. The Board of Directors will then elect a President, Vice President and Secretary-Treasurer for one-year terms. **The election will take place by written ballot at the conference. Agency representatives attending the meeting may cast their votes up until 5:00 p.m. on Thursday, July 31, 2025. Electronic submission of ballots in advance of the conference is also encouraged.**

Approval of the Dues Resolution: Proposed 3% Increase

The proposed dues resolution includes an increase of approximately 3% for both agency members and associate members. This dues increase will ensure that CASA is able to keep up with inflation, service cost increases, and generally continue to deliver high quality services and advocacy on behalf of our members. The members will be asked to approve the dues resolution during the Annual Business Meeting.

Other Informational Items

In addition to the action items above, upon request, members can receive a copy of the adopted FY 2026 Budget, approved by the Board on April 16, 2025, and the year-end FY 2025 Treasurer's Report. The FY 2026 budget development process included a thorough review of revenues and expenditures by the CASA Board and staff, as well as an assessment of CASA's ability to maintain and enhance its delivery of services to our members.

Rob Thompson, Director



Robert (Rob) Thompson is the General Manager for the Orange County Sanitation District (OC San) and has been with the OC San since 1995. Prior to becoming the General Manager in 2023, he was the Assistant General Manager overseeing the Operations & Maintenance and Engineering departments. Prior to joining OC San, Mr. Thompson worked for The Ralph M. Parsons Company as a senior engineer and project manager on several major oil field projects. Rob is a registered Electrical Engineer and Civil Engineer in the State of California. He holds a Bachelor of Science Degree in Electrical Engineering from Cal Poly Pomona, and a Master of Public Administration degree from Long Beach State.

David Pedersen, Director



David (Dave) Pedersen is the General Manager of Las Virgenes Municipal Water District and Administering Agent for the Las Virgenes-Triunfo Joint Powers Authority. In these roles, he serves as the chief executive responsible providing water and sanitation services to residents of the Conejo/Las Virgenes Valleys. Dave has a Bachelor's Degree in Civil Engineering from the University of California, Irvine and a Master's Degree in Business Administration from the California State University, Long Beach. He is currently the Past President of WaterReuse California and serves on the Boards of the Association of California Water Agencies, Southern California Water Coalition, California Association of Sanitation Agencies and the Urban Water Institute.

Tony Trembley, Director



Tony Trembley is in his ninth year on the Camarillo City Council. First elected in 2016, he served as Camarillo's Mayor in 2020 and 2024.

Tony has practiced law since 1983. Prior to his retirement from private practice in 2021, he was general counsel for over thirty-five years to many public agencies in Ventura and Santa Barbara Counties, focusing on wastewater, water and environmental law. He is a former Chair of the CASA Attorneys Committee. Since 2021, Tony has served as a volunteer part-time attorney in the Ventura County District Attorney's Office.

Tony received his undergraduate education at Trinity College, Dublin, Ireland and a B.A. with Highest Honors in Political Science/Public Service from the University of California, Davis in 1978. He thereafter served as a postgraduate (Assembly) fellow in the California Legislature and is a 1983 graduate of the University of California, Davis School of Law.

Sandeep Karkal, Director



Sandeep Karkal serves as General Manager-Chief Engineer for the Novato Sanitary District (NSD), which provides wastewater collection, treatment and disposal, recycled water production, and franchised solid waste services in northern Marin County. Prior to joining NSD in 2004, he worked for over 17 years in the public and private sectors, including at two well-regarded consulting engineering firms. Sandeep has both bachelors and masters degrees in civil/environmental engineering, and over 30 years in the water/wastewater industry. He is a registered Civil Engineer in California and Arizona, and holds high grade water/wastewater operator certifications in both states. Sandeep currently serves on the CASA Federal Legislative Committee, and in a leadership role with the California Sanitation Risk Management Authority (CSRMA).

Message from the President

It has been an amazing experience serving as your President this past year, and I am proud of the many things we have accomplished as an organization and as a community over these last 70 years! In my short tenure, CASA has continued to represent our members admirably, expanded our workgroup and event offerings, added several new agency and associate members, all while continuing to deliver the member services you rely on every day. I have enjoyed working with all of our members and the CASA team throughout the year and believe this organization is on an exceptionally positive trajectory.

This year we said goodbye to long-time CASA Director of Renewable Resource Programs and biosolids guru Greg Kester (who we wish all the best in his retirement!). We were also excited to welcome Maile Lono-Batura to the CASA Team as the new Director of Renewable Resources. We also celebrated the promotion of Spencer Saks to Legislative and Regulatory Advocate, where he will be taking a more lead role on several issues under the banner of our advocacy programs. Lastly, we were quite happy to welcome Fauzia Rizvi of the Western Municipal Water District to the CASA Board this year.

In our 70th year, CASA continues to grow its membership base, welcoming several new members and expanding our local agency membership to more than 140 agencies! The CASA Associates continue to expand their role in the organization as well, taking the lead on events like Partnering for Impact, developing and expanding the Engineering and Research Group, and generally providing valuable support to the CASA Team and our member agencies throughout the year. We particularly want to acknowledge those agency and associate representatives who serve on CASA Committees, participate in various workgroup meetings, and attend CASA events and conferences. Your active engagement is what makes our education and advocacy initiatives work, and it is truly appreciated.

Our organization has added many new member benefits over the last few years, including the CASA LEAD Mentorship Program (now entering its fifth year!), our professional development and human resources (HR) workgroup, our new funding and agency finance workgroup (launched in 2025), the CASA Research Collaborative effort, and the Partnering for Impact (PFI) event just to name a few. We always welcome the opportunity to improve and expand our offerings to meet the needs of our membership and encourage you to participate and get the most out of your membership.

CASA's advocacy at the state, federal and regional level provides tangible benefits to our members and the clean water industry at large. It continues to be a point of pride for our organization. This year CASA again co-sponsored state legislation with our environmental partners to address one of the most hot button issues we face currently: PFAS. We also continue to work comprehensively on legislation that impacts the way local agencies operate and finance major projects. At the federal level, the WIPPES Act (setting a national standard for wipes based on our successful California legislation) continues to move forward on a bi-partisan basis as we try to protect federal funding for core programs like WIFIA, the CWSRF, and tax-exempt financing. CASA's regulatory advocacy continues to benefit our members as well, not just on hot topics like PFAS, but on issues like nutrients and ocean acidification, air and climate regulations, biosolids protection, and much more.

Lastly, and in case you don't know, CASA regularly hosts and sponsors virtual training events on a variety of topics important to our members. And while we love seeing all of you at our in-person conferences and events, I encourage you and your teams to participate in these online opportunities. The goal is to maximize our outreach to all member agencies across the state through whatever means are most effective and deliver real value as an organization.

If I have one takeaway message as I leave office, it is to inspire all CASA member agencies to get engaged! The more involved you are in all that CASA has to offer, the better prepared your agency will be for the rapidly changing landscape in which we operate. It has been an honor to serve as your President this past year and I am proud of all the work CASA continues to do as the voice of the clean water sector in California.

A handwritten signature in black ink, appearing to read 'Craig Murray', with a stylized, flowing script.

Craig Murray
CASA President



OFFICIAL BALLOT

The voting members of the California Association of Sanitation Agencies (CASA) are requested to cast their votes on the following important actions:

Board of Directors FY 2026

The Nominating Committee and the Board of Directors recommend election of the following slate of Directors to the four available Board seats:

Rob Thompson, Orange County Sanitation District (Manager - South)
David Pedersen, Las Virgenes Municipal Water District (Manager - South)
Tony Trembley, City of Camarillo (Director - South)
Sandeep Karkal, Novato Sanitary District (Manager - North)

Please check one:

- ☐ Approve the slate of Directors
☐ Do not approve the slate of Directors

Dues Resolution FY 2026 (See below Proposed Resolution No. 25-215)

Please check one:

- ☐ Approve the Dues Resolution
☐ Do not approve the Dues Resolution

Please mark this Official Ballot for approval or disapproval and then insert the voting agency name and your name and sign your name and date below where indicated.

In order to be counted, this original completed, signed and dated Official Ballot **must be returned to CASA by 5:00 p.m. on Thursday, July 31, 2025.** Materially incomplete or illegible ballots will not be counted.

Date: _____

Insert name of CASA Member Agency

E-Signature of CASA Member Agency representative

Insert name of representative

Electronic Submission is preferred. Please send ballot to Cheryl MacKelvie at cmackelvie@casaweb.org.

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2025-XX

A RESOLUTION APPROVING CASA BOARD OF DIRECTORS SLATE AND DUES

BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT THAT:

1. The District hereby approves the slate of candidates put forward by the California Association of Sanitation Agencies (CASA) to serve three-year terms on the CASA Board of Directors.
2. The District hereby approves the Dues Resolution for Fiscal Year 2025 put forward by CASA.
3. The General Manager, as the District's designated Agency Representative, shall cast a ballot on behalf of the District.
4. The General Manager is authorized and directed to take all steps necessary and proper to implement this resolution.

PASSED AND ADOPTED this 28th day of July 2025, by the following vote:

AYES: Directors _____
NOES: Directors _____
ABSTAIN: Directors _____
ABSENT: Directors _____

President

ATTEST: _____
District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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July 16, 2025

AGENDA REPORT

TO: Executive Committee

FROM: Kyle Broughton, Senior Engineer

SUBJECT: Lopes Road Lift Station Improvements - Award Agreement for Engineering Design Services

Recommendation: Authorize the General Manager to execute an agreement for Professional Services with Carollo Engineers for the design of Lopes Road Lift Station Improvements in an amount not-to-exceed \$297,700.

Background: The District updated its Wastewater Collection System Master Plan in 2020. The Master Plan identified capacity improvement needs at Lopes Road Lift Station (constructed in mid-1980s) to meet future peak flow projections. The capacity improvements include increasing pumping capacity and upsizing the pump station's electrical service to support such. In addition to capacity requirements, the pump station is approaching 40 years in age and has mechanical and electrical equipment replacement needs. The proposed improvements also include piping modifications and permanent bypass pump connections for operational resiliency.

Discussion: The District issued a competitive Request for Proposals for professional engineering services in June 2024 for Preliminary Design and Design Services. Carollo Engineers was selected as the most qualified firm, has satisfactorily completed the preliminary design effort, and is the most qualified firm to advance the final design effort and provide bid documents for the proposed improvements.

The final Agreement language is being negotiated and will be included in the July 28, 2025 Board of Directors agenda package.

Fiscal Impact: The District budgeted \$600,000 in FY 2025-26 for the final design. Adequate funds are available for the final design effort in the approved budget.

Attachment: 1 – Scope of Service and Fee Estimate
2 – Resolution No. 2025-XX

EXHIBIT A

Scope of Services

Carollo Engineers, Inc.

(ENGINEER)

Fairfield-Suisun Sewer District (FSSD)

(OWNER)

**Engineering Services for Lopes Road Lift Station Improvements Project Final Design
(Project)**

PURPOSE

This proposal includes professional engineering services for improvements to the Lopes Road Lift Station, owned and operated by the Fairfield-Suisun Sewer District (FSSD, DISTRICT, or OWNER).

The objectives of this project include:

1. Improvements consisting of electrical upgrades, equipment upgrades (including pumps and valves), and valve vault improvements to facilitate bypass pumping.
2. Develop a plan and schedule for construction including construction constraints.
3. Prepare 60% and 90% design review documents for proposed improvements.
4. Prepare Bid Documents for the proposed improvements.
5. Provide bid period services including responding to bidder questions, attending pre-bid meeting, issuance of addenda, and bid evaluation.

SCOPE OF SERVICES

TASK 1 – Project Management

1.1 – Project Administration

Project management services will include resource management, management of subconsultants, and preparation of monthly progress reports. CONSULTANT will prepare a project management plan that covers key activities. The plan will define the personnel, project schedule, scope of services, QA/QC control, field work safety, communication protocol, and other procedures required to effectively conduct the project. CONSULTANT will prepare and submit a written monthly invoice which will show the percentage of work completed and the percentage of contract billed, summarize the work completed during the month, and summarize the work to be completed during the following month. The Project Manager shall monitor and track the overall project scope, budget, and schedule, and update on a monthly basis. A log will be maintained throughout the project to record the decisions made by the

project team. The log will contain decisions made during workshops and project meetings as well as during telephone conversations or emails.

1.2 Project Progress Meetings

CONSULTANT shall conduct biweekly virtual Project Progress Meetings - These meetings will be used to provide project design updates, discuss and document design decisions, and review the project schedule and budget.

Meetings will include key project participants including the Project Manager, Project Engineer and DISTRICT Project Manager.

1.3 PG&E Service Application and Coordination

CONSULTANT's subconsultant, BEI, will prepare a PG&E online electrical service application for submission associated with the proposed improvements and coordinate with PG&E as needed for the new service.

Task 1 Assumptions:

- Based on a nine (9) month active project schedule.
- Subconsultant BEI shall be designated by the DISTRICT as the DISTRICT's point of contact with PG&E for the PG&E electrical service upgrade.

Task 1 Deliverables:

- Monthly Progress Reports and Invoice.
- Progress meeting notes.
- Meeting agenda, materials, and minutes.

TASK 2 – Final Design

The purpose of this task is to prepare final design drawings, specifications, contract requirements, and cost estimates for the Project. It is assumed that the Project will be bid as one construction contract that will include all necessary improvements to the Lopes Lift Station. A Preliminary List of Drawings for the project including all disciplines is provided as an Appendix to this proposed scope. Contract specifications will include: 1) Division 00 - Bidding Requirements, Contract Forms, General Conditions and Supplemental Conditions; 2) Division 01 - General Requirements; and 3) Divisions 02 through 50 - Technical Specifications.

CONSULTANT will conduct Quality Assurance/Quality Control measures to minimize conflicts within design disciplines and between design disciplines. Intermediate design checks will be conducted at the 60 percent and 90 percent completion stages. This program consists of discipline and inter-discipline checks as well as a determination that all OWNER and regulatory agency review comments have been addressed and that all applicable codes are being met.

In addition, the CONSULTANT will hold internal design team coordination meetings after each submittal. These workshops will provide high quality design documents through efficient detailed coordination between all disciplines and team members.

Task 2.1 – 60% Design Submittal

CONSULTANT shall prepare and submit a 60 percent complete set of plans and major project technical specifications at a draft level. Comments from the 30 percent submittal (Preliminary Design Report completed under prior contract) will be incorporated into the 60 percent submittal. Carollo will provide a spreadsheet with the response to the OWNER's 30 percent comments.

Task 2.2 – 60% Design Review Workshop

Following submittal to the OWNER and a two-week review period, a review workshop will be held, to be attended by the CONSULTANT's project manager, project engineer, discipline engineering leads, and other team members as deemed necessary. The purpose of this workshop is to present a summary of the deliverable, identify any decision points or specific feedback that is requested from the OWNER, discuss design issues, make design decisions, and receive comments. CONSULTANT will also hold an internal team and discipline coordination meeting to coordinate and review comments received from the OWNER.

Task 2.1 and 2.2 Assumptions

- 60% Deliverable will be submitted assuming one construction contract
- Specifications will be provided in CSI MF-17 format
- 60% design review workshop will be held in person or virtually as required

Task 2.1 and 2.2 Deliverables

- One PDF copy of the 60 percent plans, specifications, and cost estimate
- Responses to the 30 percent design comments
- Agendas and meeting materials for the 60% design review workshop
- Meeting Minutes from the 60% design review workshop

Task 2.3 – 90% Design Submittal

CONSULTANT shall prepare and submit a 90 percent complete set of plans and all necessary specifications and contract requirements. Comments from the 60 percent submittal will be incorporated into the 90 percent submittal. Carollo will provide a spreadsheet with the response to the OWNER's 60 percent comments.

Task 2.4 – 90% Design Review Workshop

Following submittal to the OWNER and a two-week review period, a review workshop will be held, to be attended by the CONSULTANT's project manager, project engineer, discipline engineering leads, and other team members as deemed necessary. The purpose of this workshop is to present a summary of the deliverable, identify any decision points or specific feedback that is requested from the OWNER, discuss design issues, make design decisions, and receive comments. CONSULTANT will also hold an internal team and discipline coordination meeting to coordinate and review comments received from the OWNER.

Task 2.3 and 2.4 Assumptions

- 90% Design Submittal documents are considered to be 100% complete other than OWNER final review comments
- 90% deliverable will be submitted assuming one construction contract
- 90% design review workshop will be conducted in person or virtually as required

Task 2.3 and 2.4 Deliverables

- One pdf copy of the 90 percent plans, specifications, cost estimate, and preliminary construction schedule
- Responses to the 60 percent design comments
- Agendas and meeting materials for the 90% design review workshop
- Meeting Minutes from the 90% design review workshop

Task 2.5 – Bid Set Submittal

Following the 90% design workshop, CONSULTANT shall incorporate OWNER's review comments on the 90% design submittal and prepare completed contract documents, ready for printing.

Task 2.5 Assumptions

- One set of construction documents will be prepared for the work included in this project as previously noted.

Task 2.5 Deliverables

- One pdf copy of the Bid Set plans, specifications, and final construction cost estimate

TASK 3 – Bid Period Services

Task 3.1 – Respond to Questions from Bidders

CONSULTANT will take the lead in responding to bidders' questions. CONSULTANT shall lead the review of the Contractor's requests for substitution in collaboration with OWNER. During the bid period, the CONSULTANT shall provide technical information to the OWNER as required for addenda preparation. OWNER will prepare and distribute any addenda.

Task 3.2 –Pre-Bid Meeting

CONSULTANT will lead the pre-bid meeting and provide materials and information for the presentation, leading the site walk, responding to questions as appropriate and preparing information materials for attendees. CONSULTANT shall prepare the meeting notes and document questions and answers during the pre-bid meeting.

Task 3.3 – Prepare Conformed Documents

The bid set of contract documents shall be updated by incorporating all addenda items issued during the bid period. No other changes to the contract documents shall be made. Within 15 working days after the bid opening date, all addenda shall be incorporated, and one complete set of conformed contract documents in PDF format shall be submitted to the OWNER. The set shall be in the exact form as intended to be sent to the printers for reproduction of the conformed sets.

Task 3 - Assumptions

- It is assumed that OWNER will prepare and distribute addenda. CONSULTANT will provide information needed for inclusion into the addenda.
- It is assumed that the bid period will have a duration of six (6) weeks
- It is assumed FSSD will advertise for bids and handle distribution and issuance of contract documents and addenda to prospective bidders

Task 3 - Deliverables

- Pre-bid Meeting Agenda
- Addenda in electronic PDF format
- Conformed contract documents – PDF files.
- Native MSWord and CAD files

Overall Project Assumptions

- DISTRICT will obtain any necessary permits. Any required CEQA documents will be prepared by others.
- Proposal assumes that power system studies will be performed by the Contractor (as specified in the technical electrical specifications). If the District prefers that the studies be performed by BEI then this will be proposed as part of a separate ESDC contract.
- Proposal assumes that any bypass pumping of the station during construction will be accomplished utilizing engine-driven temporary pumping equipment and that no design for a temporary electrically-powered temporary pumping system will be required. CONSULTANT will incorporate a feasible bypass approach for the pump station in the design.
- DISTRICT shall provide one compiled set of review comments to the review documents in PDF, Microsoft Word or Excel format for Carollo to include response comments.
- CONSULTANT has no control over the cost of labor, materials, equipment or services furnished by others, over the incoming wastewater quality and/or quantity, or over the way DISTRICT's facilities and/or associated processes are operated and/or maintained. Data projections and estimates are based on CONSULTANT's opinion based on experience and judgment. CONSULTANT cannot and does not guarantee that actual costs and/or quantities realized will not vary from the data projections and estimates prepared by CONSULTANT and CONSULTANT will not be liable to and/or indemnify DISTRICT and/or any third party related to any inconsistencies between CONSULTANT's data projections and estimates and actual costs and/or quantities realized by DISTRICT and/or any third party in the future.

- The services to be performed by the CONSULTANT are intended solely for the benefit of the DISTRICT. No person or entity not a signatory to this Agreement, shall be entitled to rely on the CONSULTANT's performance of its services hereunder, and no right to assert a claim against the CONSULTANT by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the CONSULTANT's services hereunder.
- The CONSULTANT shall not be responsible for warranties, guarantees, fitness for a particular purpose, breach of fiduciary duty, loss of anticipated profits or for economic, incidental or consequential damages to the DISTRICT or any third party arising out of breach of contract, termination, or for any other reason whatsoever. Additionally, the CONSULTANT shall not be responsible for acts and decisions of third parties, including governmental agencies, other than the CONSULTANT's subconsultants, that impact project completion and/or success.

EXHIBIT B - FEE SCHEDULE
Lopes Road Lift Station Improvements
Fairfield-Suisun Sewer District

Task Description	Carollo Labor											Subconsultants	ODC's		Total Subs and Other Direct Expenses ^(1,2)	Estimated Fee
	Principal in Charge Scott Parker	Project Manager Richard Gutierrez	Technical Advisor Mike Zappone	Project Engineer Tom Stroud	Structural Engineer Mike Dadik	Cost Estimating Jason Rozgony	Staff Engineer Assistant Professional	CAD Technician	Document Processing	Total Hours	Labor Cost	Beecher Engineering	PECE	Printing/ Travel		
Hourly Rates ⁽³⁾	\$364	\$353	\$364	\$282	\$353	\$350	\$226	\$179	\$157							
1.0 Project Management																
1.1 Project Administration	2	9	0	18	0	0	0	0	5	34	\$ 9,800	\$ 1,000	\$ 544	\$ -	\$ 1,600	\$ 11,400
1.2 Project Progress Meetings	6	9	0	18	0	0	0	0	5	38	\$ 11,200	\$ 1,000	\$ 608	\$ -	\$ 1,700	\$ 12,900
1.3 PG&E Service Application and Coordination	0	2	0	4	0	0	0	0	0	6	\$ 1,800	\$ 8,000	\$ 96	\$ -	\$ 8,900	\$ 10,700
Sub-Total Task 1	8	20	0	40	0	0	0	0	10	78	\$ 22,800	\$ 10,000	\$ 1,248	\$ -	\$ 12,200	\$ 35,000
2.0 Final Design																
2.1 60% Design Submittal	2	8	8	24	12	16	32	60	8	170	\$ 42,300	\$ 40,000	\$ 2,720	\$ -	\$ 46,700	\$ 89,000
2.2 60% Design Review Workshop	0	4	0	8	0	0	0	0	1	13	\$ 3,800	\$ 3,000	\$ 208	\$ 300	\$ 3,800	\$ 7,600
2.3 90% Design Submittal	2	8	12	32	16	16	40	70	12	208	\$ 51,600	\$ 40,000	\$ 3,328	\$ -	\$ 47,300	\$ 98,900
2.4 90% Design Review Workshop	0	4	0	8	0	0	0	0	1	13	\$ 3,800	\$ 3,000	\$ 208	\$ 300	\$ 3,800	\$ 7,600
2.5 Bid Set Submittal	1	4	2	16	8	8	16	32	8	95	\$ 23,200	\$ 9,000	\$ 1,520	\$ -	\$ 11,400	\$ 34,600
Sub-Total Task 2	5	28	22	88	36	40	88	162	30	499	\$ 124,700	\$ 95,000	\$ 7,984	\$ 600	\$ 113,000	\$ 237,700
3.0 Bid Period Services																
3.1 Respond to Questions from Bidders	0	6	0	14	0	0	12	8	0	40	\$ 10,200	\$ 2,000	\$ 640	\$ -	\$ 2,800	\$ 13,000
3.2 PreBid Meeting	0	1	0	8	0	0	0	0	0	9	\$ 2,600	\$ -	\$ 144	\$ 150	\$ 300	\$ 2,900
3.3 Prepare Conformed Documents	1	2	0	8	0	0	0	16	8	35	\$ 7,400	\$ 1,000	\$ 560	\$ -	\$ 1,700	\$ 9,100
Sub-Total Task 3	1	9	0	30	0	0	12	24	8	84	\$ 20,200	\$ 3,000	\$ 1,344	\$ 150	\$ 4,800	\$ 25,000
Total Basic Services, Tasks 1 - 3	14	57	22	158	36	40	100	186	48	661	\$ 167,700	\$ 108,000	\$ 10,576	\$ 750	\$ 130,000	\$ 297,700

(1) Mileage travelling to/from meetings at IRS Federal Rate and other direct expenses are at cost. Project Equipment and Communication Expense billed at \$16.00 per hour.
(2) Subconsultant costs include 10% markup
(3) Rates are based on 2025 billing rates and subject to annual revisions dur to labor adjustments.

Exhibit C - Lopes Road Lift Station Improvements - Preliminary Drawing List**SHEET NO. DRAWING NO. DRAWING TITLE**

1	G1	COVER SHEET, VICINITY MAPS, DRAWING INDEX
2	G2	GENERAL NOTES, LEGEND, AND SYMBOLS
3	G3	GENERAL ABBREVIATIONS
4	G4	ADDITIONAL NOTES
5	C1	SITE PLAN AND CONSTRUCTION ACCESS AND STAGING AREA
6	C2	DEMOLITION PLAN & DETAIL
7	C3	MODIFICATIONS SITE PLAN
8	C4	MODIFICATIONS DETAIL PLAN AND SECTIONS 1
9	C5	MODIFICATIONS DETAIL PLAN AND SECTIONS 2
10	D1	TYPICAL DETAILS 1
11	D2	VALVE AND EQUIPMENT SCHEDULE, DETAILS
12	E1	E001: Electrical Legend and General Notes
13	E2	E011: Electrical Site Plan – Demolition
14	E3	E012: Electrical Site Plan – Modifications
15	E4	E021: Single Line Diagram – Demolition
16	E5	E022: Single Line Diagram – Modifications
17	E6	E023: Electrical Equipment Elevations
18	E8	E024: Panelboard Schedule
19	E9	E031: Circuit Schedules
20	E10	E041: Control Schematics – 1
21	E11	E042: Control Schematics – 2
22	E12	E043: Control Schematics – 3
23	E13	E044: Control Schematics – 4
24	E14	E051: Electrical Details – 1
25	E15	E052: Electrical Details – 2
26	E16	E053: Electrical Details – 3
27	E17	E054: Electrical Details – 4
28	E18	E055: Electrical Details – 5
29	E19	E061: MCC Control Section Backpan Layout
30	E20	E062: MCC Control Section Power Distribution Diagram
31	E21	E071: PLC Input/Output Signal List
32	E22	E081: PLC Module Module 1 Connection Diagram (DI)
33	E23	E082: PLC Module Module 2 Connection Diagram (DI)
34	E24	E083: PLC Module Module 3 Connection Diagram (DO)
35	E25	E084: PLC Module Module 4 Connection Diagram (AI)
36	N1	N001: Instrumentation Legend and General Notes
37	N2	N010: P&ID – Lopes Road Lift Station

FAIRFIELD-SUISUN SEWER DISTRICT

RESOLUTION NO. 2025-XX

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR ENGINEERING DESIGN SERVICES FOR LOPES ROAD LIFT STATION IMPROVEMENTS

WHEREAS, the District is the lead agency on the Lopes Road Lift Station Improvements Project (Project), and the District's Board of Directors is the decision-making body for the Project; and

WHEREAS, the District's 2020 Collection System Master Plan identified capacity deficiencies at Lopes Road Lift Station and recommended capacity improvements to convey future peak wet weather flow projections; and

WHEREAS, Lopes Road Lift Station was constructed in the mid-1980s and has mechanical and electrical equipment replacement needs in addition to capacity improvements; and

WHEREAS, Carollo Engineers was selected as the most qualified firm for preliminary design services and final design services via a competitive Request for Proposals, has satisfactorily completed the preliminary design effort, and is the best firm to advance the final design effort; and

WHEREAS, District staff recommends that the Board of Directors award the engineering design contract to Carollo Engineers to complete the design and provide bid documents.

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

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The General Manager is hereby authorized to execute a Consulting Services Contract with Carollo Engineers in the amount of \$297,700 for engineering design services for the Lopes Road Lift Station Improvements Project.
3. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 28th day of July 2025, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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July 16, 2025

AGENDA REPORT

TO: Executive Committee

FROM: Karl Ono, Senior Engineer

SUBJECT: Award Professional Services Contract for Collection System Master Plan

Recommendation: Authorize the General Manager to Execute an Agreement with Woodard & Curran, Inc. to provide engineering services for the Collection System Master Plan in an amount not to exceed \$1,200,000.

Background: The District last updated its Collection System Master Plan (CSMP) in 2020. The study evaluated the hydraulic performance of the District's collection system assets (pump stations and gravity mains 12-inches and larger in diameter) under current and future (beyond 2035) buildout conditions. "Buildout" was based on a 2016 update to the Land Use Element of Fairfield's General Plan, the 2015 Suisun City General Plan, various Specific Plans, and guidance from City of Fairfield and City of Suisun City planning staff in 2018. Flow monitoring was conducted to evaluate peak flows during wet-weather conditions. The study found that the collection system had adequate dry-weather capacity to handle anticipated growth conditions, but identified four collection system upgrade projects, estimated at a total cost of \$12 million, that would be required to convey anticipated future peak weather flows. Although the study was limited primarily to collection system assets owned and maintained by the District, the hydraulic model also identified capacity deficiencies along two existing City of Fairfield owned sewers adjacent to District sewers.

Since completion of the 2020 CSMP, The District has completed construction of one of the recommended collection system upgrade projects and initiated design for two others. The fourth project is not anticipated to be needed until approximately 2035, and is included in the District's 10-year Capital Improvement Budget. However, the City of Fairfield adopted its "Fairfield Forward 2050" General Plan in late 2024 and the City of Suisun City adopted updates to its General Plan Housing Element in 2023. These updated planning documents indicate increased growth projections compared to the assumptions used in the 2020 CSMP, and additional collection system capacity upgrades may be required to support the increased growth.

In 2022, the District, in partnership with the Cities of Fairfield and Suisun City, completed a Collection System Asset Management Plan (CSAMP). This plan utilized condition assessment data to evaluate long-term rehabilitation and replacement (R&R) needs for collection system assets owned by all three agencies. As a result of the study, the 1965 Agreement between the District and Cities was amended to establish Collection System R&R reserve funds for each agency to be used exclusively for collection system R&R projects. The 1965 Agreement Amendment also requires that the Cities and District perform routine condition assessment of the collection system assets and provide updated inspection data of the entire collection system to the District by September 30, 2025. The District is then responsible for updating the CSAMP to recalculate collection system R&R funding needs and to adjust sewer rates as needed to support proper maintenance, rehabilitation, replacement and reserve fund balance by September 30, 2026.

With the timing of updates to the Cities' growth projections and similarity in the types of projects that would be identified by an updated CSMP and CSAMP, there is an opportunity to combine elements of both studies into a single planning effort and utilize the results to develop a coordinated collection system Capital Improvement Plan. Furthermore, staff from both Cities have expressed interest in having City-owned sewers added to the hydraulic model that was used to develop the District's 2020 CSMP, so that any capacity deficiencies of City-owned sewers can be identified and incorporated into each City's Capital Improvement Program.

District staff prepared a Request for Proposals for a combined CSMP/CSAMP study and distributed to seven consultants in May 2025. Two consultant teams submitted proposals by the deadline of June 17, 2025. Interviews were conducted with both teams on June 25, 2025 with District, Fairfield, and Suisun City staff participating on the selection committee. After evaluating firm qualifications, proposed personnel, approach to the project, and proposed cost and schedule, the committee selected Woodard & Curran, Inc., as the most qualified firm to perform the requested services.

Woodard & Curran prepared the 2020 CSMP update, and their proposed team includes staff from Carollo Engineers, Inc., who completed the District's CSAMP in 2022.

Discussion: The general scope of work for the CSMP includes the following elements:

- Updates and additions to the hydraulic model, including adding each City's sewers to the District's existing hydraulic model, and flow monitoring to validate model results
- Updating flows and growth projections
- Defining performance criteria for each agency's system
- Hydraulic capacity analysis

- Updates and additions to the asset management model
- Identify and develop capacity and R&R solutions
- Develop Capital Improvement Plan
- Update Funding Model

Staff anticipates several benefits associated with completing both the hydraulic and condition-assessment based modeling as part of a combined study in partnership with the Cities; including cost and schedule efficiencies compared to conducting separate studies, development of a unified Capital Improvement Plan between the three agencies, and an enhanced ability to partner on individual projects from planning through construction.

Additionally, the combined study will allow more advanced analyses, for example, cost/benefit comparisons of completing basin-wide R&R projects to reduce inflow and infiltration (I/I) upstream of identified capacity deficiencies (potentially reducing or eliminating the need for capacity and treatment plant improvements), and development of a consistent set of design (sizing) standards between agencies based on observed system performance.

Fiscal Impact: The negotiated fee for the work is currently being finalized, but is not expected to exceed \$1,200,000, including some optional tasks. A final scope and fee will be presented to the Board for authorization at the July 28, 2025 Board of Directors meeting. Of the total fee, approximately \$250,000 will be funded by the City of Fairfield and approximately \$200,000 will be funded by the City of Suisun City. The District's share of the project (up to \$750,000) exceeds the amount budgeted in the FY 2025/26 and 2026/27 Capital Improvement Budget (\$600,000). Adequate funds are available in the District's Capacity Charge Reserve to fund this budget shortfall, but specific optional tasks and City-funded portions are still being determined. A budget adjustment will be brought to the Board once the final details are negotiated with Woodard and Curran and with the Cities.

City staff have indicated a desire to participate and a willingness to allocate the required funding to cover their respective costs. A reimbursement agreement for City-funded costs will be brought to the Board for execution at a future meeting. If the reimbursement agreement is not approved, the District will remove City-funded elements from the project's scope.

Attachments: 1 – Resolution 2025-XX

FAIRFIELD-SUISUN SEWER DISTRICT

RESOLUTION NO. 2025-XX

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE COLLECTION SYSTEM MASTER PLAN

WHEREAS, the District wishes to update its Collection System Master Plan (CSMP) to account for changes in growth assumptions associated with updated City General Plans and update its Collection System Asset Management Plan (CSAMP) to account for updated asset condition data obtained over the past five years; and

WHEREAS, the Cities of Fairfield and Suisun City wish to join their sewer assets into the District's CSMP and CSAMP models and plan as a single, coordinated collection system; and

WHEREAS, District staff issued a competitive Request for Proposals in May 2025 to solicit consulting services to combine elements of the District's CSMP and CSAMP into an updated CSMP; and

WHEREAS, Woodard & Curran, Inc. was selected as the most qualified firm to perform the requested services.

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

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The General Manager is hereby authorized to execute a Consulting Services Contract with Woodard & Curran, Inc. in an amount not to exceed \$1,200,000 for master plan and engineering services for the Collection System Master Plan Project.
3. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 28th day of July 2025, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • www.FairfieldSuisunSewer.ca.gov

Board of Directors Meeting Agenda

Board of Directors

Jenalee Dawson, President
Catherine Moy, Vice President
Doug Carr
Alma Hernandez
Amit Pal
Doriss Panduro
Parise Shepherd
Scott Tonnesen
Princess Washington
K. Patrice Williams
Pam Bertani, First Alternate
Manveer Sandhu, Second Alternate

Meeting Date: Monday, July 28, 2025
Meeting Place: 1010 Chadbourne Road, Fairfield, CA
Meeting Time: 6:00 p.m.

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

- 6. **Consent Calendar:** Page
 - (a) Adopt Resolution No. 2025-XX Approving CASA Board of Directors Slate and Dues and Authorize General Manager to Serve as Agency Representative.....#
 - (b) Adopt Resolution No. 2025-XX Authorizing the General Manager to Execute an Agreement for Engineering Design Services for Lopes Road Lift Station Improvements.....#
 - (c) Approve Board Minutes of June 23, 2025#
- 7. **Action Item:**
 - (a) Adopt Resolution No. 2025-XX Authorizing the General Manager to Execute an Agreement with Woodard & Curran, Inc. to provide Engineering Services for the Collection System Master Plan in an amount not to exceed \$1,200,000.....#
- 8. **Information Item:**
 - (a) Quarterly Investment Report.....#
 - (b) Board Calendar#

--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 the District 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 identifying themselves at the beginning of the meeting. Comments on matters 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.



FAIRFIELD-SUISUN SEWER DISTRICT





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July 9, 2025

AGENDA REPORT

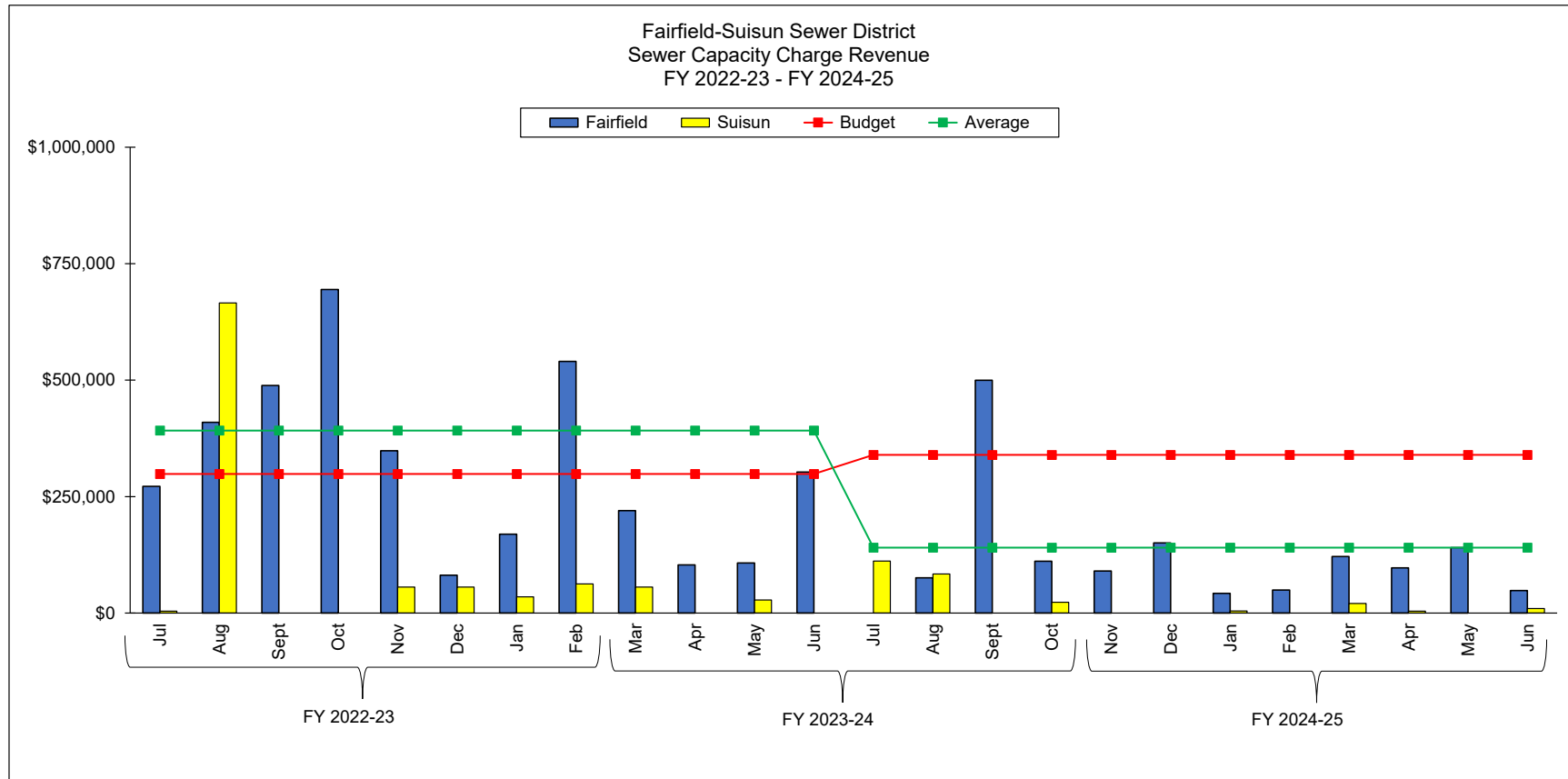
TO: Executive Committee
FROM: Ben Carver, Operations Manager
SUBJECT: Operating Data Summary – June 2025

June 2025 Data

Average plant flow	12 million gallons per day	Equivalent to 18 Olympic sized pools! 
Solids removed from the water	291 dry tons	24% turned into biogas 76% turned into Lystek fertilizer 
Completed Work Orders	1,082 completed work orders this month	 94% Preventative 6% Corrective
Renewable energy produced	175,454 kilowatt-hours	Renewable energy provided 21% of the plant's power needs. This is equivalent to 248 single-family homes 
Sewer lines inspected by CCTV	0 feet 6,935 feet	City of Suisun City lines FSSD Lines
Permit excursions & Sewer System Overflows (Cat 1-3)	0	

Year to Date 2025

Influent Flow Average 16.7 MGD	Permit Excursions 0
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FAIRFIELD-SUISUN SEWER DISTRICT

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July 16, 2025

AGENDA REPORT

TO: Executive Committee

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Quarterly Investment Report

Attached is the District's Quarterly Investment Report (Attachment 1) for the quarter ended June 30, 2025. The investment portfolio conforms to the District's Investment Policy as re-adopted by the Board of Directors at its meeting on May 19, 2025.

The District's cash balances, representing operating and reserve funds, are held in short-term and medium-term instruments to meet the District's anticipated cash flow requirements.

Attachment: Quarterly Investment Report

**FAIRFIELD-SUISUN SEWER DISTRICT
INVESTMENT REPORT
FOR THE QUARTER ENDED JUNE 30, 2025**

Attachment 1

Asset Detail						
Instrument	Date of Maturity		Par Value	Market Value	Market Yield	Estimated Annual Income
<i>California Asset Mgt Program (CAMP)</i>						
CAMP Managed Account	Various		\$ 40,159,244	\$ 39,919,974	3.980%	\$ 1,598,338
CAMP Liquidity Account	N/A		19,984,428	19,984,428	4.435%	886,309
State Local Agency Investment Fund	N/A		375,265	375,584	4.274%	16,039
Totals			\$ 60,518,937	\$ 60,279,986		\$ 2,500,686

Summary of Portfolio Securities	
	Market Value
CAMP Managed Account	\$ 39,919,974
CAMP Liquidity Account	\$ 19,984,428
State Local Agency Investment Fund	375,584
	\$ 60,279,986

Maturity Distribution	
	Market Value
0 - 12 months	\$ 20,495,740
1 - 2 years	10,842,265
2 - 3 years	9,009,938
3 - 4 years	10,459,033
4 - 5 years	9,473,010
	\$ 60,279,986

NOTES:

Par Value is the nominal or face value of a bond, or coupon as indicated on a bond certificate. It is a static value determined at the time of issuance.

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

Market Value an estimate of the value at which the principal would be sold from a willing seller to a willing buyer.

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

Local Agency Investment Fund monthly statement
California Asset Management Program statement

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

Prepared by

James Russell-Field

7/9/2025
Date

FAIRFIELD-SUISUN SEWER DISTRICT**MINUTES**1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • www.FairfieldSuisunSewer.ca.gov**Board of Directors Meeting Minutes**

Date: Monday, June 23, 2025

Meeting Place: 1010 Chadbourne Road, Fairfield, California

Meeting Time: 6:00 pm

1. The meeting was called to order at 6:00 p.m. by President Jenalee Dawson, who presided over the meeting.

Roll Call – The following Board members were present: Directors Carr, Dawson, Hernandez, Pal, Shepherd, Tonnesen, Washington and Williams. Directors Moy and Panduro were absent. No Board Alternates were present.

2. Pledge of Allegiance was led by Director Parise Shepherd.
3. Public Comments: No comments.
4. Director Comments: Director Alma Hernandez reported the CASA Education Foundation met mid-June to go over the scholarship applications to bring in new students to the industry and to be awarded at the 2025 Annual Conference in late July.
5. General Manager Report – General Manager Jordan Damerel mentioned Item 8a in the agenda was revised and updated on the District website. The District's NPDES permit Tentative Order is out for public review/comment after the Water Board pulled all permits up for adoption in March to ensure they conformed with a recent Supreme Court ruling (San Francisco v. Environmental Protection Agency). The hearing for the District's NPDES permit renewal will be in mid-August. Krystle Catamura's role as an Outreach Intern will be ending but she applied for and has been selected as an Engineering Intern.
6. Consent Calendar:
 - (a) Adopt Resolution No. 2025-19 Awarding Construction Contract for the Nitrogen Removal Phase 1 Project; and Adopt Resolution No. 2025-20 Authorizing the General Manager to Execute a Consulting Services Contract with Hazen and Sawyer in the amount of \$665,630 for Project Engineering Services
 - (b) Adopt Resolution No. 2025-21 Approving Consulting Services Agreement with Hildebrand Consulting, LLC for the 2025 Cost of Service and Rate Study in an Amount Not-to-Exceed \$56,000
 - (c) Adopt Resolution No. 2025-22 to Authorize Application for Defense Community Infrastructure Program Grant
 - (d) Adopt Resolution No. 2025-23 Updating the 2025 Board of Directors Meeting Schedule
 - (e) Approve Board minutes of April 28, 2025

No comments.

Upon motion by Director Hernandez, seconded by Director Shepherd, the Consent Calendar was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Washington, Williams
NOES: None
ABSTAIN: None
ABSENT: Moy, Panduro

7. Discussion Item:

- (a) Presentation on the District Master Planning Efforts – Master Planning and Financing

Engineering Manager Irene O’Sullivan, along with Senior Engineers Karl Ono and Kyle Broughton, provided an overview of long-term infrastructure planning and upcoming master plans. Karl Ono presented the Collection System Master Plan; Kyle Broughton presented the Wastewater Treatment Plant Master Plan. Director of Administrative Services James Russell-Field and Craig Hill, from NHA Advisors, discussed funding strategy and financing considerations for capital projects.

8. Action Items:

- (a) Adopt Resolution No. 2025-24 Approving Second Amendment to the Lease Agreement between the District and Lystek International Corporation

General Manager Jordan Damerel discussed key elements to the Second Amendment to the Lease Agreement with Lystek.

Upon motion by Director Carr, seconded by Director Washington, Action Item No. 8a was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Washington, Williams
NOES: None
ABSTAIN: None
ABSENT: Moy, Panduro

9. Information Item:

- (a) Board Calendar

No comments.

The meeting adjourned at 7:18 pm.

Respectfully submitted,

President

ATTEST:

District Clerk

Fairfield-Suisun Sewer District

Contemplated Board of Directors Agenda Items

July 28, 2025

Month Year	Contemplated Board of Directors Meeting Agenda Items	Executive Committee	Board of Directors
August 2024		Not Scheduled	Not Scheduled
September 2025	1. General Manager Quarterly Check-In (Executive Committee) 2. Treatment Plant Energy Profile and Cost Saving Measures 3. Approve Construction Mgmt Contract for Suisun Force Main Reliability Project 4. Approve Amendment No. 1 to the Solano Stormwater Alliance Agreement 5. Award Design Contract for Sewer Trunk Lining Rehabilitation Project	9/15/2025	9/22/2025
October 2025	1. Quarterly Investment Report 2. Discussion on Drainage Maintenance Program Funding Deficit 4. Receive Report on District Internship Program	10/20/2025	10/27/2025
November 2025	1. Adopt Board Calendar for 2026 2. Receive Report on District Community Engagement Strategy 3. Award Construction Contract for Electrical Replacement Project, Phase 2	11/17/2025	11/24/2025
December 2025		Not Scheduled	Not Scheduled
January 2026	1. Quarterly Investment Report 2. Report on Financial Audit for FY 2023-2024 3. General Manager Quarterly Check-In (Executive Committee)	1/12/2026	1/26/2026
February 2026	1. Directors Report on CASA Winter Conference	2/9/2026	2/23/2026
March 2026	1. Directors Report on CASA DC Policy Forum Meeting 2. Award Professional Services Contract for the Storm Drain Master Plan	3/16/2026	3/23/2026
April 2026	1. Quarterly Investment Report 2. Report on Vacancies per AB 2561 3. General Manager Annual Performance Evaluation	4/20/2026	4/27/2026
May 2026	1. Adopt Resolution Approving Budget 2. Adopt Resolution Approving Employee Salary Schedule 3. Review Updates and Approve Investment Policy 4. Review Board Compensation	5/11/2025	5/18/2025
June 2026	1. 2.	6/15/2022	6/22/2026
July 2026	1. Quarterly Investment Report 4. General Manager Quarterly Check-In (Executive Committee)	7/17/2026	7/24/2026