



## FAIRFIELD-SUISUN SEWER DISTRICT

**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*

**Board of Directors Meeting Agenda**

Monday, May 18, 2026  
6:00 PM

**Location:** FSSD Board Room, 1010 Chadbourne Road, Fairfield, CA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENTS**  
 Members of the public wishing to comment on any item not on the agenda, but within the Board’s jurisdiction, should notify the Board at this time. Those wishing to comment on any item on the agenda should do so at the time the item is considered. Comments may be limited to three (3) minutes, or at the discretion of the President.
5. **DIRECTOR REPORTS**
6. **GENERAL MANAGER REPORT**
7. **PRESENTATIONS AND AWARDS**
  - 7.1 Receive Resolution from Assemblymember Lori Wilson (AD11) and Senator Christopher Cabaldon (SD3) Congratulating the District on its 75<sup>th</sup> Anniversary
8. **CONSENT CALENDAR**
  - 8.1 Approve Board Meeting Minutes of March 23, 2026 ..... 3
  - 8.2 Adopt Resolution No. 2026-09 Adopting the Revised Investment Policy . 6
  - 8.3 Receive Report on Board Compensation for FY 2026-27 ..... 19
  - 8.4 Adopt Resolution No. 2026-10 Authorizing the General Manager to Execute an Agreement for Professional Engineering Services for the Drainage Maintenance Master Plan ..... 20
9. **NEW BUSINESS**
  - 9.1 Conduct a Public Hearing and Receive a Presentation on Workforce Vacancies and Recruitment and Retention Efforts in Compliance with Assembly Bill 2561 (Government Code § 3502.3) ..... 46
  - 9.2 Adopt Resolution No. 2026-11 Approving the FY 2026-27 Budget and Long-Term Financial Plan ..... 65
  - 9.3 Adopt Resolution No. 2026-12, Pay Rate Schedule. .... 120
  - 9.4 Reject All Bids Received and Rebid the Project and Authorize the General Manager to Award Construction and Engineering Services During Construction for Lopes Road Lift Station Improvements ..... 123

**10. INFORMATIONAL ITEMS**

10.1 Board Calendar ..... 147

**11. ADJOURN**

— 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.*

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## FAIRFIELD-SUISUN SEWER DISTRICT

### Board of Directors Meeting Minutes

Date: Monday, April 27, 2026  
 Meeting Place: 1010 Chadbourne Road, Fairfield, California  
 Meeting Time: 6:00pm

1. Call to order – The meeting was called to order at 6:00pm by President Jenalee Dawson, who presided over the meeting.
2. Roll Call – The following Board members were present: Directors Douglas Carr, Jenalee Dawson, Alma Hernandez, Amit Pal, Parise Shepherd, Scott Tonnesen, Princess Washington. Directors Catherine Moy, Doriss Panduro, and K. Patrice Williams were absent. No Board Alternates were present.
3. Pledge of Allegiance was led by Director Pal.
4. Public Comments: No comments.
5. Director Report: No comments.
6. General Manager Report – General Manager Jordan Damerel reported the Kellogg Resiliency Project received a 2-year extension and the final reimbursement date is now February 28, 2028. The District reached an agreement with California Forever on reimbursement for a scope of work to provide technical input on draft reports analyzing wastewater, stormwater, and recycled water systems. Damerel thanked HR Manager Kim Kraft and staff for holding the District's first Externship Program on April 14<sup>th</sup>, attended by 38 college students interested in possible career paths within the wastewater industry. Damerel highlighted Senior Engineer Kyle Broughton who presented on the District's nutrient upgrade project to a statewide audience at the California Water Environment Association Annual Conference. Director of Environmental Services Meg Herston provided an update on the recent Earth Day Clean Up event held on Saturday, April 18, 2026, led by Engineering Technician Trang Bui, with more than 100 volunteers collecting over 700lbs of trash across multiple sites. General Manager Damerel reminded the Board of the District's 75<sup>th</sup> Anniversary Open House on May 2, 2026 from 10am-1pm.
7. Presentations and Awards:  

None.
8. Consent Calendar:  
 8.1 Approve Board Meeting Minutes of March 23, 2026  

No comments.

Upon motion by Director Hernandez, seconded by Director Shepherd, Consent Calendar Items 8.1 was passed by the following vote:

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

9. New Business:

9.1 Conduct Public Hearing to Consider Proposed Sewer Service Charge Increase and Sewer Capacity Charge Adjustment; Consider Adoption of a Five-Year Rate Schedule Effective July 1, 2026; Determine that the Action is Exempt from the California Environmental Quality Act (CEQA) Pursuant to § 15273 of the CEQA Guidelines

Director of Administrative Services James Russell-Field and Mark Hildebrand of Hildebrand Consulting presented a summary of the Cost of Service and Rate Study results, proposed 5-year rate schedule, capacity charge recommendation, AB 2257 objections, and Proposition 218 protests received before the public hearing.

President Dawson opened the public hearing at 6:21pm with comment from public speaker Judy McDowell.

President Dawson closed the public hearing at 6:45 pm. The final tally of Proposition 218 protests was 34. There was no majority protest under Proposition 218.

The Board deliberated and District staff answered questions. Upon motion by Director Shepherd, seconded by Director Hernandez, New Business Item 9.1 was passed by the following vote:

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

10. Information Item:

10.1 Quarterly Invest Report

10.2 CWEA Article: A Phased Approach for Nutrient Compliance in the Bay Area – Aeration Basin Improvements Project for Nitrogen Removal

10.3 Board Calendar

No comments.

11. Closed Session:

11.1 Gov. Code Section 54957: Public Employee Performance Evaluation; Title: General Manager

The Board of Directors recessed to Closed Session at 6:45pm and reconvened at 7:00pm with no reportable action.

12. Adjournment:

The meeting adjourned at 7:00pm.

Respectfully submitted,

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President

ATTEST:

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District Clerk



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Adoption of Revised Investment Policy

**Recommendation:** Adopt Resolution No. 2026-09 adopting a revised Investment Policy; and delegating Investment Authority to the Director of Administrative Services.

**Background:** The Investment Policy guides investment activities of the District. The primary objectives of the Investment Policy, in order of priority, are safety, liquidity and yield. The policy seeks to return a consistent market rate of return while protecting the District's assets and meeting cashflow needs.

The District utilizes PFM as an Investment Broker. Annually, the District and PFM review the Investment Policy for any changes in State legislation, best practices, and/or investment strategy. PFM has reviewed the District policy and does not recommend any updates to the District's Investment Policy.

California Government Code Section 53646(a)(2) recommends the Investment Policy be submitted to the Board of Directors at a public meeting annually, and that the Board approve any changes to the policy.

California Government Code Section 53607 states that the Board of Directors may annually delegate the authority to invest and reinvest District funds to the District Treasurer. In accordance with Section 3 of the Investment Policy, the Director of Administrative Services will be reaffirmed as the District Treasurer with the adoption of Resolution 2026-09.

Attachments: 1 – Investment Policy Review Memo from Michael Kronbetter of PFM  
 2 – Resolution No. 2026-09 A Resolution Re-Adopting Investment Policy  
 3 – 2130 Investment Policy - Redlined

## Memorandum

**To:** James Russell-Field, Director of Administrative Services  
*Fairfield-Suisun Sewer District*

**From:** Michael Kronbetter, Relationship Manager  
*PFM Asset Management, a division of U.S. Bancorp Asset Management, Inc.*

**RE:** 2026 Review of Investment Policy

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PFM Asset Management has completed its review of the Fairfield-Suisun Sewer District (FSSD) investment policy, last adopted May 19, 2025. The policy remains in compliance with the statutes of California Government Code that regulate the investment of public funds. Below we summarize changes to Code made through Senate Bills 827, 852, 595 and 858, effective January 1, 2026.

SB 595 and 858 amends Code Section 53601 with the following updates:

- Extends the maximum maturity of commercial paper to 397 days from 270 days. *PFMAM has redlined this change in Part 7.5.7 of "Section 7. Investments," in the policy draft.*
- Local agencies with at least \$100 million in investment assets are permitted to invest a maximum of 40% of its portfolio in commercial paper until January 1, 2031, then reverts to a maximum of 25%. *PFMAM recommends no change to FSSD policy at this time.*
- In periods of low interest rates, Code had authorized local agencies to invest in U.S. government securities that could result in zero-interest accrual if held to maturity until January 1, 2026. This provision is extended to January 1, 2031. *FSSD policy reflects this language in Part 10.2.2 of "Section 10. Ineligible Investments" and PFMAM recommends no change.*

SB 827 revises Code Section 53238 to include additional fiscal and financial training requirements for certain local agency officials. SB 852 adds public officials who manage public investments to the list for whom the Fair Political Practices Commission is the filing officer for statements of economic interest and requires filers to use the Commission's electronic filing system. PFMAM does not recommend specific language be incorporated into the investment policy; however, we do encourage FSSD to be aware of these administrative requirements and implement as appropriate.

Please contact us with questions or further discussion. Thank you.

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PFM Asset Management is a division of U.S. Bancorp Asset Management, Inc.

Investment observations based on Fairfield-Suisun Sewer District Investment Policy Statement as of 05/19/2025. Investment observations are for informational purposes only and are not intended to provide specific advice or any specific recommendations.

NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE

FAIRFIELD-SUISUN SEWER DISTRICT  
RESOLUTION NO. 2026-09

**A RESOLUTION RE-ADOPTING INVESTMENT POLICY**

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

- 1. The Investment Policy of the Fairfield-Suisun Sewer District, attached hereto, is hereby adopted and supersedes the previously adopted Investment Policy and Resolution 2025-15.
- 2. The General Manager and Treasurer are hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 18th day of May 2026, by the following vote:

AYES: Directors \_\_\_\_\_

NOES: Directors \_\_\_\_\_

ABSTAIN: Directors \_\_\_\_\_

ABSENT: Directors \_\_\_\_\_

\_\_\_\_\_

President

ATTEST:

\_\_\_\_\_

District Clerk

Attachment: 2130 Investment Policy



# FAIRFIELD-SUISUN SEWER DISTRICT

1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • [www.FairfieldSuisunSewer.ca.gov](http://www.FairfieldSuisunSewer.ca.gov)

POLICY		
<b>Policy Number</b>	2130	<b>Adopted:</b> May <del>19, 2025</del> <u>18, 2026</u> Res No. <del>2025-15</del> <u>2026-xx</u>
<b>Type of Policy</b>	2000 - Finance and Administration	
<b>Policy Title</b>	Investment Policy	
<b>Policy Description</b>	Policy Guidelines for Investing Surplus Monies	

## 1. Purpose

- 1.1 The purpose of this Investment Policy (“Policy”) is to provide guidelines to the officers of the Fairfield-Suisun Sewer District (“District”) charged with the responsibility for the deposit of District funds, and for investment of surplus monies not required for the immediate necessities of the District. All such deposits and investments are governed by State law and by this policy.
- 1.2 It is the Policy of the Fairfield-Suisun Sewer District that:

## 2. Handling

- 2.1 All money belonging to or in the custody of the District shall be deposited for safekeeping in:
  - 2.1.1 State or National Banks
  - 2.1.2 Savings or Federal Associations
  - 2.1.3 Credit Unions or Federally-Insured Industrial Loan Companies in this State
- 2.2 The location of deposit is to be selected by the Treasurer
- 2.3 Invested in the Local Agency Investment Fund or invested as set forth in California Government Code (CGC) Section 53601.
- 2.4 To be eligible to receive District money, a bank, savings association, federal association, or federally insured industrial loan company shall have received an overall rating of “satisfactory” in its most recent evaluation, by the appropriate federal financial supervisory agency, of its record of meeting the credit needs of California’s communities, including low- and moderate-income neighborhoods, pursuant to Section 2906 of Title 12 of the United States Code.

### **3. Delegation of Authority**

- 3.1 In accordance with CGC Section 53607, the Board delegates the duties of the District Treasurer to the Director of Administrative Services.
- 3.2 The Treasurer, under the supervision of the General Manager, is responsible for administering the District's investments. In furtherance of this responsibility, the Treasurer may issue and administer detailed investment instructions which may change periodically and which will supplement, but conform to the provisions of this Investment Policy. The investment of bond proceeds will be further restricted by the provisions of relevant bond documents.
- 3.3 The management and oversight responsibility for the deposit and investment program is hereby delegated to the Treasurer who shall monitor and review all investments for consistency with this Investment Policy and State law.
- 3.4 No person may engage in an investment transaction except as provided under the limits of this policy, as supplemented by the Treasurer's investment instructions.
- 3.5 The Treasurer shall maintain investment instructions for internal and external management of investments consistent with State requirements.
- 3.6 The District may contract for the use of investment services subject to all other provisions of this Investment Policy.
- 3.7 The Treasurer may maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization to provide investment services.
- 3.8 The Treasurer shall annually send a copy of the current investment policy to all broker/dealers approved to do business with the District.
- 3.9 Broker/dealers must be authorized to provide investment and financial advisory services in the State of California, and must be licensed and in good standing with the:
  - 3.9.1 California Department of Securities,
  - 3.9.2 Securities and Exchange Commission,
  - 3.9.3 National Association of Securities Dealers
  - 3.9.4 or other applicable self-regulatory organizations.
- 3.10 Before engaging in investment transactions with a broker/dealer, the Treasurer must have received a certification from such broker/dealer, indicating that the person responsible for the District's account has read and understood the Investment Policy and intends to present investment recommendations and transactions to the District which are appropriate under such policy.

- 3.11 If an external investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use their own list of approved broker/dealers and financial institutions for investment purposes.

#### **4. Prudence**

- 4.1 The Standard of prudence to be used by investment officials shall be the "prudent investor" standard, as set forth in CGC Section 53600.3, and shall be applied in the context of managing an overall portfolio.
- 4.2 Except as provided in subdivision (a) of Section 27000.3, all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard.
- 4.3 When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.
- 4.4 Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.
- 4.5 To the extent permitted by law, investment officials acting in accordance with the Investment Policy, as supplemented by the Treasurer's investment instructions, and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

#### **5. Objectives**

- 5.1 The primary objectives (in priority order) of the District's investment activities shall be:
- 5.2 Safety of principal.
- 5.3 Liquidity. The investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.

- 5.4 Return on Investment. The investment portfolio shall be designed with the objective of attaining a market rate of return on its investments throughout budgetary and economic cycles, consistent with the constraints imposed by the District's safety objective and cash flow requirements, and applicable law.

## **6. Ethics and Conflict of Interest**

- 6.1 Officers and employees involved in the investment process shall:
  - 6.1.1 Refrain from personal business activities that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial decisions.
  - 6.1.2 Abide by CGC Section 1090, et seq. and the California Political Reform Act.

## **7. Investments**

- 7.1 CGC Section 53601, et seq. set forth the eligible investments for the District that:
  - 7.1.1 All investments purchased for the District shall be delivered, either by book entry or physical delivery, to the District's third-party custodian.
  - 7.1.2 All trades of marketable securities will be executed (cleared and settled) on a delivery vs. payment (DVP) basis to ensure that securities are deposited in the District's safekeeping/custody bank prior to the release of funds.
  - 7.1.3 All investments of the District shall have the District as registered owner.
  - 7.1.4 The list of specific investment types and diversification requirements shall be maintained by the Treasurer.
- 7.2 Where this section specifies a percentage limitation for a particular security type, that percentage is applicable only at the date of purchase.
- 7.3 Credit criteria listed in this section refers to the credit rating category (inclusive of modifiers) at the time the security is purchased. If an investment's credit rating falls below the minimum rating required at the time of purchase, the Treasurer, or his/her designee, will perform a timely review and decide whether to sell or hold the investment.
- 7.4 If the District has retained the services of an investment advisor, the investment advisor will notify the Treasurer of such a downgrade and will recommend a plan of action.
- 7.5 Authorized and suitable investments are currently as follows, but only to the extent allowed by CGC Section 53601, et seq., and as such sections are hereafter amended or superseded:

- 7.5.1 United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- 7.5.2 Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state. Investments under this subdivision shall be rated in a rating category of “A” or its equivalent or better by a Nationally Recognized Statistical Rating Organization (NRSRO).
- 7.5.3 Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California. Investments under this subdivision shall be rated in a rating category of “A” or its equivalent or better by an NRSRO.
- 7.5.4 Bonds, notes, warrants or other evidence of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. Investments under this subdivision shall be rated in a rating category of “A” or its equivalent or better by an NRSRO.
- 7.5.5 Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, to the extent permitted by CGC Section 53601.
- 7.5.6 Bankers Acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers’ acceptances shall not exceed 180 days’ maturity or 40 percent of the District’s surplus funds. No more than 30 percent of the District’s surplus funds can be invested in the Bankers Acceptances of any single commercial bank.
- 7.5.7 Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by Moody’s, Standard & Poor’s, or Fitch. The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):
  - 7.5.7.1 The entity meets the following criteria: (A) Is organized and operating in the United States as a general corporation. (B) Has total assets in excess of five hundred million dollars (\$500,000,000). (C) Has debt other than commercial paper, if any, that is rated in a rating category of “A” or its equivalent or higher by an NRSRO.
  - 7.5.7.2 The entity meets the following criteria: (A) Is organized within the United States as a special purpose corporation, trust, or limited

liability company. (B) Has program wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond. (C) Has commercial paper that is rated “A-1” or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of ~~270~~  
397 days or less. Purchases of eligible commercial paper shall not exceed 25 percent of the District’s surplus funds.

- 7.5.8 Negotiable Certificates of Deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decision making authority in the administrative office manager’s office, budget office, auditor-controller’s office, or treasurer’s office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- 7.5.9 Purchases of negotiable certificates of deposit shall not exceed 30 percent of the District’s surplus funds. Eligible negotiable certificates of deposit shall be rated in a rating category of “A” for long-term, “A-1” for short-term, their equivalent, or better by an NRSRO.
- 7.5.10 Repurchase/Reverse Repurchase Agreements of any securities authorized by CGC Section 53601, but only in conformity with the requirements of CGC Section 53601(j).
- 7.5.11 Medium term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of “A” or better by Moody’s, S&P, or Fitch. Purchases of medium-term notes shall not exceed 30 percent of the District’s surplus funds.
- 7.5.12 Shares of beneficial interest issued by diversified management companies investing in the securities and obligations authorized by CGC Section 53601(a) to (k) or (m) to (q), and which comply with the investment restrictions of CGC 53600 et seq. and CGC 53630 et seq. Such companies must carry the highest rating of at least two of the nationally recognized statistical rating agencies. Not more than 20% of the District’s surplus funds can be invested in such funds, and not more than 10% in any one mutual fund.

7.5.13 Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.). The company shall have met either of the following criteria:

7.5.13.1 Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs, or

7.5.13.2 Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

Not more than 20% of the District's surplus funds can be invested in such funds.

7.5.14 Funds described in CGC Section 53601(m) held by a trustee or fiscal agent may be invested as described in and to the extent authorized by CGC Section 53601(m).

7.5.15 Notes, bonds or other obligations which are at all times secured by a valid first-priority security interest as prescribed by CGC Section 53601(n).

7.5.16 A mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond. Securities eligible for investment under this subdivision not issued or guaranteed by an agency or issuer identified in subsection (7.5.1) or (7.5.5) above, the following limits shall apply:

A. The security shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and have a maximum remaining maturity of five years or less,

B. Purchase of securities authorized by this subdivision shall not exceed 20 percent of the District's surplus funds.

7.5.17 Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (r), inclusive, of CGC Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

7.5.17.1 The adviser is registered or exempt from registration with the Securities and Exchange Commission.

7.5.17.2 The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive, of CGC 53601.

- 7.5.17.3 The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).
- 7.5.18 State of California Local Agency Investment Fund (“LAIF”). The District may invest a portion of its portfolio in LAIF, subject to the statutory deposit limit imposed by LAIF.
- 7.5.19 United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or better by an NRSRO and shall not exceed 30 percent of the District's surplus funds.
- 7.5.20 Any other investment security authorized under the provisions of CGC Section 53601.
- 7.6 Also, see CGC Section 53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities.

## **8. Diversification**

- 8.1 Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, a specific financial institution, or a specific class of securities.
- 8.2 Except as provided below, no more than five percent (5%) of the District's surplus funds may be invested in any one issuer, regardless of sector.
  - 8.2.1 The types of investments which are excluded from this limitation are:
    - 8.2.1.1 United States Treasury and federal agency/government sponsored enterprise obligations,
    - 8.2.1.2 Obligations of the International Bank for Reconstruction and Development (IBRD)
    - 8.2.1.3 International Finance Corporation (IFC), and the Inter-American Development Bank (IADB), and
    - 8.2.1.4 Money market funds and local government investment pools, including LAIF and CAMP.
- 8.3 Purchases of Certificate of Deposits in financial institutions with local branches shall be made only to the extent warranted by the safety, liquidity, and yield compared to that available from other investments.

## **9. Maximum Maturity**

- 9.1 An investment's term or remaining maturity shall be measured from the settlement date to final maturity. A security purchased in accordance with this section shall not have a forward settlement date exceeding 45 days from the time of investment.
- 9.2 Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment.

## **10. Ineligible Investments**

- 10.1 Any security type or structure not specifically approved by State law, this Policy and investment instructions is specifically prohibited.
- 10.2 Security types which are hereby prohibited to be purchased include, but are not limited to:
  - 10.2.1 Range notes, inverse floaters, or mortgage-derived interest-only strips;
  - 10.2.2 Any security that could result in zero interest accrual if held to maturity, except that, in the event of, and for the duration of, a period of negative interest rates, the District may invest in securities issued by, or backed by, the United States government that could result in zero- or negative-interest accrual.

## **11. Sales prior to maturity**

- 11.1 Sales prior to maturity are permitted.
- 11.2 It is also recognized that in changing interest rate environment, it may be financially advantageous to sell investments at a book value loss in order to reinvest into a more profitable security.

## **12. Reporting**

- 12.1 The Treasurer shall render to the General Manager and Board of Directors a quarterly report concerning investment or reinvestment of District funds and the sale or exchange of securities.
- 12.2 Pursuant to CGC Section 53607, Treasurer shall make a monthly report summarizing investment transactions, as needed.

12.3 The treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency. The quarterly report shall be so submitted within 45 days following the end of the quarter covered by the report.

12.4 This report shall include the type of investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and moneys held by the local agency, and shall additionally include a description of any of the local agency's funds, investments, or programs, that are under the management of contracted parties, including lending programs. With respect to all securities held by the local agency, and under management of any outside party that is not also a local agency or the State of California Local Agency Investment Fund, the report shall also include a current market value as of the date of the report, and shall include the source of this same valuation.

12.4.1 The quarterly report shall state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance.

12.4.2 The quarterly report shall include a statement denoting the ability of the local agency to meet its pool's expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

12.4.3 In the quarterly report, a subsidiary ledger of investments may be used in accordance with accepted accounting practices.

### **13. Internal Controls**

13.1 The Treasurer will establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

### **14. Performance Standards**

14.1 The District will establish a performance benchmark consistent with its investment strategy and supportive of its investment objectives.

### **15. Investment Policy Review and Adoption**

15.1 The District's Investment Policy is hereby adopted by the District's Board of Directors. This Policy will be reviewed annually by the Board of Directors and any modifications made thereto must be approved by the Board of Directors.



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Board Compensation Review

**Recommendation:** Receive Report on Director Compensation for FY 2026-27.

**Background and Discussion:** The Director Compensation policy was initially set by the District's Enabling Act and subsequently modified by State law in 1985 and 2001. The policy has been modified several times with the current guidance found in Ordinance 2016-02, which was adopted on January 25, 2016. Ordinance 2016-02 states:

“Unless the Board of Directors determines prior to July 1 of any year, that such increase shall be deferred, the compensation for Board of Directors shall, as of the first day of the first pay period following July 1, 2016, and each July 1 thereafter, be increased a percentage equal to the percent increase in the Urban Wage Earners and Clerical Workers Consumer Price Index (CPI-W) for the San Francisco-Oakland Metropolitan Area for the twelve months ending April of each year provided; however, that the percentage change in salary schedules shall not be less than 0% nor more than 5%.”

The CPI-W change for April 2026 is 3.25%; therefore, the Board pay will increase \$5.94, from \$182.72 to \$188.66 per service day. This change becomes effective on the first pay period following July 1, 2026.

The options are:

- 1) Do nothing. The increase from per service day up to a maximum of \$188.66 is approved by ordinance and becomes effective on the first pay period following July 1, 2026.
- 2) Defer the increase.

**Fiscal Impact:** Based on the number of meeting days per year and attendees, a 3.25% increase would have less than \$1,000 per year impact.



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: Ian Bronswick, Associate Engineer

SUBJECT: Award Professional Services Contract for Drainage Maintenance Master Plan

**Recommendation:** Authorize the General Manager to execute an Agreement with Wood Rodgers, Inc. to provide engineering services for the Drainage Maintenance Master Plan in an amount not to exceed \$93,175; and to approve minor, non-substantive changes to the Agreement language prior to execution.

**Background:** As discussed in October 2025, the District will lead a wide-ranging Drainage Maintenance Master Plan (Master Plan) in collaboration with the Cities of Fairfield and Suisun City. This is the first comprehensive review of the City-owned stormwater facilities, priorities, and funding. These facilities are critical as they protect homes, businesses, and public infrastructure from flooding and storm-related damage.

Under the 1995 Drainage Maintenance Agreement (as amended) between the District and the Cities, the District is responsible for the operation and maintenance of regional facilities. The Cities retain ownership of the facilities and perform operation and maintenance of local facilities. Drainage Maintenance funds are collected by the District via the County Property Tax roll on a per parcel basis. Approximately 90% of the funds are remitted to the Cities for maintenance of local facilities and the balance is used by the District for maintenance of the regional facilities. Following the passage and implementation of Proposition 218 in 1996, the cost per parcel has remained unchanged at \$20.23 per single family residential lot per year.

As Drainage Maintenance revenue has not been adjusted to keep up with rising costs, it has resulted in challenges with maintaining an updated asset inventory, addressing system capacity deficiencies, prioritizing rehabilitation and replacement needs, and adapting system planning to changes in rainfall intensity and downstream water elevation conditions. To address these challenges, the District is leading the development of a new Drainage Maintenance Master Plan (DMMP). The DMMP will create a prioritized 10-year Capital Improvement Program and evaluate short- and long-term sustainable funding strategies.

**Discussion:** On March 30, 2026, the District issued a Request for Proposals (RFP) seeking professional engineering services for the Drainage Maintenance Master Plan. Five firms submitted proposals by the deadline of April 27, 2026, and interviews were conducted with the top three ranked firms on May 5, 2026. A review committee comprised of members of the District, Fairfield, and Suisun City staff evaluated the consultants based on relevant experience, project understanding, proposed approach, and cost. Following the evaluation process and interviews, staff recommends Wood Rodgers, Inc. as the most qualified firm to perform the work.

The general scope of work for the DMMP will be completed over two phases. The first phase will focus on data compilation and gap analysis, culminating in a Technical Memorandum with recommendations and a cost estimate for Phase 2 to inform the approach for preparing a Master Plan.

The subject of this recommendation is Phase 1 including the following elements:

- Review and compile existing data from the District's CMMS, Cities' GIS databases, record drawings, and other available sources
- Identify data gaps, inconsistencies, and limitations in asset inventory and condition information
- Provide recommendations for additional data collection, including cost/benefit analysis
- Prepare a Technical Memorandum (TM) summarizing findings, system coverage statistics, visuals, and a recommended scope and fee estimate for Phase 2

The approach and scope for the second phase will be finalized once the results of the first phase are complete. Proposing firms were required to submit a conceptual approach for Phase 2—delivery of the Master Plan—to demonstrate their qualifications. The Master Plan is expected to include development of asset management and hydraulic models, updates to design standards, a prioritized Capital Improvement Program (CIP), recommendations for optimizing operations and maintenance activities, and strategies for establishing sustainable long-term funding.

**Fiscal Impact:** The project is funded from Drainage Maintenance reserves and included in the District's FY 2025/26 and 2026/27 Capital Improvement Budget, with a total budgeted amount of \$650,000.

Award Professional Services Contract for Drainage Maintenance Master Plan  
May 18, 2026  
Page 3 of 3

**Attachments:** 1 – Resolution No. 2026-10 – A Resolution Authorizing the General Manager to Execute an Agreement for Professional Engineering Services for the Drainage Maintenance Master Plan  
2 – Agreement for Professional Engineering Services for the Drainage Maintenance Master Plan

**FAIRFIELD-SUISUN SEWER DISTRICT**

RESOLUTION NO. 2026-10

**A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE DRAINAGE MAINTENANCE MASTER PLAN**

WHEREAS, the Fairfield-Suisun Sewer District (“District”) is leading the development of a comprehensive Drainage Maintenance Master Plan (“DMMP”) in collaboration with the Cities of Fairfield and Suisun City, representing the first full review of City-owned stormwater facilities, priorities, and funding needs, which are critical for protecting homes, businesses, and public infrastructure from flooding and storm-related damage; and

WHEREAS, under the 1995 Drainage Maintenance Agreement (as amended), the District is responsible for operation and maintenance of regional drainage facilities, while the Cities retain ownership and maintain local facilities; and

WHEREAS, the District issued a Request for Proposals in March 2026 to solicit consulting services to perform long-term planning services; and

WHEREAS, Wood Rodgers, 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 Wood Rodgers, Inc. in an amount not to exceed \$93,175 for master planning and engineering services for the Drainage Maintenance 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 18th day of May 2026, by the following vote:

AYES: Directors \_\_\_\_\_

NOES: Directors \_\_\_\_\_

ABSTAIN: Directors \_\_\_\_\_

ABSENT: Directors \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
District Clerk

## CONTRACT FOR SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) is entered into as of \_\_\_\_\_, (“Effective Date”) between the FAIRFIELD-SUISUN SEWER DISTRICT (“District”) and WOOD RODGERS, INC. (“Contractor”).

### WITNESSETH:

WHEREAS, the District desires to contract for Phase 1 Services for Drainage Maintenance Master Plan which for the purposes of this Agreement shall be called “PROJECT,” and,

WHEREAS, Contractor is willing and qualified to provide the services desired;

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements set forth in this Agreement, the sufficiency of which is acknowledged, the parties agree as follows:

#### I. DUTIES OF CONTRACTOR

- A. Contractor shall provide services required for the PROJECT as described in the Scope of Work, attached to and incorporated into this Agreement as Exhibit “A”.
- B. Contractor agrees that Contractor and all of Contractor’s employees and subcontractors hold, have obtained, and shall continue to maintain during the course of this Agreement, all licenses or other statutorily mandated certifications requisite to the performance of the PROJECT as may be required in the State of California, if any. Failure of Contractor, its employees and subcontractors to obtain and/or maintain in good standing such licenses or certification shall constitute a breach of this Agreement and shall provide grounds for immediate termination thereof.
- C. Contractor shall perform the PROJECT work in such a manner as to fully comply with customary standards of care, including but not limited to professional quality, technical accuracy, timely completion, and the coordination of designs, drawings, specifications, reports, and other services furnished, work undertaken, and/or labor, materials, tolls, equipment, transportation services and other items provided by Contractor to complete the PROJECT pursuant to this Agreement.
- D. The District’s approval of drawings, designs, specifications, reports, and incidental engineering work or other services or materials furnished by Contractor under this Agreement shall not relieve Contractor of responsibility for the technical adequacy of its work. Neither the District’s review, approval or acceptance of, nor payment for, any of the services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

- E. Contractor shall not be relieved of any of the obligations or covenants contained in this Agreement until the tasks as set forth in Exhibit "A" have been completed. It is agreed between Contractor and the District that those provisions of this Agreement which by their nature continue beyond expiration or earlier termination of the Agreement, including but not limited to Sections VIII, X(F), and X(G), shall continue beyond such expiration or termination.
- F. As required under California Government Code Section 1096.7(c)(1), the Contractor's duties and services under this agreement shall not include preparing or assisting the District with any portion of the District's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the District. The District shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this Project. Contractor's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor shall cooperate with the District to ensure that all bidders for a subsequent contract on any subsequent phase of this Project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this Agreement.

## II. DUTIES OF DISTRICT

The District, without cost to Contractor, will provide pertinent information reasonably available to it, which is necessary for performance by Contractor under this Agreement, including previous reports and data relative to the PROJECT. The District does not guarantee or ensure the accuracy of any reports, information, and/or data so provided. Contractor will use its professional judgment in the review and use of data so provided. However, Contractor will not be liable for any error or omission in any data furnished by the District and used by Contractor which could not reasonably be discovered by Contractor. To this extent Contractor is entitled to rely on data provided by the District.

## III. COMPENSATION OF CONTRACTOR

A. Basis of Compensation: The District will pay Contractor for services provided under this Agreement on a time and material basis with a maximum fee not to exceed Ninety-Three Thousand One Hundred And Seventy-Five DOLLARS (\$93,175.00) in accordance with the Fee Schedule or Bid Schedule attached to and incorporated into this Agreement as Exhibit "A". When compensation is determined using hourly rates of Contractor's personnel and equipment assigned to the work, Contractor rates may be adjusted annually if proposed by Contractor and approved by the District. Such rate adjustments shall not exceed five percent (5%) annually.

B. Change in Scope of Work: Adjustment in compensation for changes in scope of work authorized in writing by the General Manager of the District shall be based

on the Fee Schedule, Bid Schedule, firm prices quotations, and/or rates set forth and attached as Exhibit "A." Changes in scope of work so authorized shall not exceed twenty percent of the total maximum fee. No payment shall be made for changes unless authorized in writing by the District.

- C. Monthly Payment to Contractor: Upon submission of an invoice by Contractor, and upon approval of the District's authorized representative, the District will pay Contractor monthly in arrears for fees and expenses incurred up to the maximum amount reflected in Exhibit "A". The District will issue payment within thirty (30) calendar days after receipt of an invoice from Contractor, provided that all invoices are accompanied by cost documentation determined to be sufficient by the District to allow the determination of the reasonableness and accuracy of the invoice. If a payment dispute arises between the parties, Contractor shall provide to the District full and complete access to Contractor's project labor cost records and other direct project related cost data, and copies thereof if requested by the District.
- D. Notification at 75% of Maximum Fee: Contractor shall notify the District when the costs incurred for the PROJECT work total approximately seventy-five percent (75%) of the maximum fee. With the notification, Contractor shall indicate whether the sum of the current costs incurred plus the estimated total cost to complete the task or tasks set forth in the Scope of Work, Exhibit "A," shall be greater or less than the maximum fee. Receipt by the District of said notification that the cost for completion of all tasks shall exceed the established maximum fee, will not constitute an approval or authorization to increase the established maximum fee or a waiver of any rights which the District may have under this Agreement.
- E. Cost of Rework: Contractor shall, at no cost to the District, prepare any necessary rework occasioned by Contractor's failure to provide services required for the PROJECT as described in Exhibit "A" in a satisfactory manner, due to any act or omission attributable to Contractor, or its agents, including subcontractors. Nothing in this subsection is intended to limit the liability of Contractor for damages which might arise from Contractor's negligence, willful misconduct, or breach of the covenants set forth in this Agreement.
- F. Markup Allowances: Markup allowances apply only to services provided on a time and materials basis. Contractor may markup Subcontractor and Sub-consultant costs by no more than 5%. Other Direct Costs (reproduction, delivery, mileage, travel expenses, other services) will be billed at cost. Any applicable markups for professional services overhead, including equipment and communication expenses, shall be included in labor hourly rates

#### IV. TERM OF AGREEMENT

- A. The term of this Agreement shall begin on the Effective Date and end on the date when the tasks set forth in Exhibit A have been completed or the Agreement is otherwise terminated in accordance with Article VI.
- B. Contractor agrees to immediately and diligently proceed with the Scope of Work and satisfactorily complete the PROJECT within the prescribed time as set forth in Exhibit A.

#### V. CONTRACTOR'S ASSIGNED PERSONNEL

Contractor designates Project Manager Name to act as Project Manager for the performance of the work and for all matters relating to performance under this Agreement.

Substitution of these assigned personnel will require the prior written approval of the District.

If the District determines that a proposed substitution is not acceptable, then, at the request of the District, Contractor shall substitute with a person acceptable to the District.

No subcontract shall be awarded, or an outside consultant engaged, by Contractor, unless Contractor has made written request to use such subcontractor or outside consultant and its request has been approved in writing by the District. No additional approval shall be required for subcontracting with or engagement of a subcontractor or outside consultant identified in Exhibit "A." The written approval of the District resulting in the use of or engagement of a subcontractor or outside consultant does not relieve Contractor of the obligations or covenants set forth in this Agreement.

#### VI. TERMINATION

- A. The District may terminate this Agreement at any time, with or without cause, upon 30 day's written notice to Contractor.
- B. The District may terminate this Agreement immediately upon notice of Contractor's malfeasance. If the District terminates this Agreement pursuant to this subsection, nothing set forth in this Agreement is intended to require the District to compensate Contractor for any services which may be claimed to have been provided or be in progress if the District reasonably concludes that further compensation is unwarranted.
- C. Upon receipt of a termination notice, or in the event that Contractor ceases performing services under this Agreement or otherwise abandons the PROJECT prior to completing all of the services described in the Scope of Work, Contractor

shall: (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) deliver or otherwise make available to the District all data, information, and materials as Contractor may have prepared or developed in performing this Agreement, whether completed or in process, including, but not limited to, drawings, specifications, reports, estimates, summaries, software, and electronic files of all deliverables.

D. Following termination, the District will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Agreement unless Contractor is in default of this Agreement.

E. Upon termination, Contractor's sole right and remedy shall be to receive payment for all amounts due and not previously paid to Contractor for services completed or in progress in accordance with the Agreement prior to the date of receipt of notice of termination and for services thereafter completed at the request of the District and any other reasonable cost incidental to such termination of services. Such payments available to Contractor under this subsection shall not include costs related to lost profit associated with the expected completion of the work or other such payments relating to the benefit of the bargain.

## VII. INDEMNITY

To the fullest extent allowed by law, Contractor agrees to indemnify, defend, and hold harmless the District and its officers, officials, employees, and volunteers from and against any and all claims, demands, costs, or liability, including litigation costs and reasonable attorney's fees incurred, that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor, its employees or agents in the performance of services under this Agreement, but this indemnity does not apply to liability for damages arising from the sole negligence, active negligence, or willful acts of the District. This duty of Contractor includes the duty of defense and is subject to any limit provided for in Civil Code Section 2782.8(a) of the cost to defend charged to Contractor. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement. This duty to indemnify shall not be waived or modified by contractual agreement or acts of the parties.

Submission of insurance certificates or submission of other proof of compliance with the insurance requirements of this Agreement does not relieve Contractor from liability under this indemnification section. The obligations of this indemnification section shall apply whether or not such insurance policies have been determined to be applicable to any of such damages or claims for damages.

## VIII. INSURANCE

Without limiting Contractor's obligation to indemnify the District, The policy shall remain in full force and effect for no less than 5 years following the completion of work under this Contract

Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise out of or in connection with the performance of the work under this Agreement by Contractor, its agents, representatives, or employees.

#### A. MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, Workers' Compensation and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to Contractor's profession, with limit no less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.

If Contractor maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District. No representation is made that the minimums shown above are sufficient to cover the indemnity or other obligations of the Contractor under this Agreement.

## B. OTHER INSURANCE PROVISIONS

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status.** The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).
2. **Primary Coverage.** For any claims related to this Agreement, **Contractor's insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 12 19 as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of Contractor's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.
3. **Umbrella or Excess Policy.** Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this Agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until Contractor's primary and excess liability policies are exhausted.
4. **Notice of Cancellation.** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Entity
5. **Waiver of Subrogation.** Contractor hereby grants to the District a waiver of any right to subrogation which any insurer of Contractor may acquire against the District by virtue of the payment of any loss under such insurance. **Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation**, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer. The Workers' Compensation Policy shall be endorsed with a

waiver of subrogation in favor of the District for all work performed by the Contractor, its employees, agents, and subcontractors.

6. **Self-Insured Retentions.** Self-insured retentions must be declared to and approved by the District. The District may require Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) that exceeds \$50,000 unless approved in writing by the District. Any and all SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. The District may deduct from any amounts otherwise due Contractor to fund the SIR. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR. The District reserves the right to obtain a copy of any policies and endorsements for verification.
7. **Acceptability of Insurers.** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.
8. **Verification of Coverage.** Contractor shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this **clause and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements**. All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Contractor's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. The District may withhold payment to Contractor until Contractor provides complete insurance certificates and endorsements satisfactory to the District.
9. **Subcontractors.** Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that District is an additional insured on insurance required from subcontractors.

10. **Duration of Coverage.** CGL & Excess liability policies for any construction related work, including, but not limited to, maintenance, service, or repair work, shall continue coverage for a minimum of 5 years for Completed Operations liability coverage. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
11. **Claims Made Policies (for Professional Liability).** If any of the required policies provide claims-made coverage:
- a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
  - b. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
  - c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, Contractor must purchase “extended reporting” coverage for a minimum of five years after completion of work.

## IX. DEFAULT

- A. If Contractor defaults in Contractor's performance, the District shall promptly notify Contractor in writing. If Contractor fails to cure a default within 30 days after notification, or if the default requires more than 30 days to cure and Contractor fails to commence to cure the default within 30 days after notification, then the District may immediately terminate this Agreement at the District's sole discretion.
- B. If Contractor fails to cure default within the specified period of time, the District may elect to cure the default and any expense incurred shall be payable by Contractor to the District. The Agreement may be immediately terminated at the District's sole discretion.
- C. If this Agreement is terminated because of Contractor's default, the District shall be entitled to recover from Contractor all damages allowed by law.

## X MISCELLANEOUS TERMS AND CONDITIONS

### A. ASSIGNMENT

Contractor shall not assign any rights or duties under this Agreement to a third party without the prior written consent of the District.

### B. INDEPENDENT CONTRACTOR

1. Contractor is an independent contractor and not an agent, officer or employee of the District. The parties mutually understand that this Agreement is between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
2. Contractor shall have no claim against the District for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.
3. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.
4. Contractor shall indemnify and hold the District harmless from any liability which the District may incur because of Contractor's failure to pay such obligations nor shall the District be responsible for any employer-related costs not otherwise agreed to in advance between the District and Contractor.
5. As an independent contractor, Contractor is not subject to the direction and control of the District except as to the final result contracted for under this Agreement. the District may not require Contractor to change Contractor's manner of doing business, but may require redirection of efforts to fulfill this Agreement.
6. Contractor may provide services to others during the same period Contractor provides service to the District under this Agreement.
7. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.
8. As an independent contractor, Contractor shall indemnify and hold the District harmless from any claims that may be made against the District based on any contention by a third party that an employer-employee relationship exists under this Agreement.

9. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid under this Agreement.

#### C. PROPRIETARY MATERIAL

The District does not authorize the impermissible use of any patent or the impermissible reproduction of any copyrighted material by Contractor in the performance of this Agreement. Contractor is solely responsible for any such use.

#### D. WAIVER

Any failure of a party to assert any right under this Agreement shall not constitute a waiver or a termination of that right, under this Agreement or any of its provisions.

#### E. NONDISCRIMINATION

1. In rendering services under this Agreement, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.
2. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

#### F. OWNERSHIP AND CONFIDENTIALITY OF DOCUMENTS

The District shall be the owner of and shall be entitled to possession of all rights, title, royalties and interest to and in all work product of Contractor resulting from its performance under this Agreement, including, but not limited to, drawings, specifications, data, reports, estimates, software, summaries, electronic files of all deliverables, and any other such information and materials as may be prepared or developed by Contractor in performing work under this Agreement, whether complete or in progress and none shall be revealed, disseminated, or made available by Contractor to others without prior consent of the District. If this Agreement is terminated in accordance with Section VI, Contractor shall deliver such documents within two weeks of receipt of a termination notice.

It is understood that Contractor's work product is prepared for this specific Project. Any use of such work product by the District for a different project without Contractor's written approval shall be at the District's risk. Any use by

District of an incomplete work product without Contractor's written approval shall be at District's risk.

"Confidential Information" as used in this Agreement shall mean (a) information concerning the District's business, property or technology, is confidential in nature and not generally known to the public, and is disclosed by the District to Contractor in connection with the PROJECT; and (b) any information received from the District that may be made known to Contractor to treat as confidential or proprietary, including information designated as "Confidential" (or with some other similar legend) or identified as confidential at the time of disclosure or is of a nature that should be considered confidential based on the circumstances surrounding the disclosure.

Contractor shall not disclose any Confidential Information of the District to any third party (other than to its employees and representatives as provided for in this Agreement), and shall only use Confidential Information of the District in connection with the PROJECT. Contractor will treat all Confidential Information with the same degree of care as it accords its own confidential information, but in no case less than reasonable care. Contractor will disclose Confidential Information only to those of its employees and representatives who need to know such information and who are bound by confidentiality obligations that are similar to those which protect the Confidential Information.

Contractor's obligations under this section shall not apply to Confidential Information that is (a) in the public domain or known in the trade at or subsequent to the time communicated to Contractor by the District through no fault of Contractor; (b) rightfully in Contractor's possession free of any obligation of confidentiality at or subsequent to the time communicated to Contractor by the District; (c) received from a third party who rightfully disclosed it to Contractor without restriction on its subsequent disclosure; (d) developed by employees or agents of Contractor independently of and without reference to any Confidential Information communicated to Contractor by District or approved for release in writing by the District. In addition, any disclosure of any portion of Confidential Information either (i) in response to a valid order by a court or other governmental body, or (ii) otherwise required by law, shall not be considered to be a breach of this Agreement or a waiver of confidentiality for other purposes; provided, however, that, to the extent legally permissible and reasonably possible, Contractor shall provide prompt prior written notice thereof to District to enable District (at its sole expense) to seek a protective order or otherwise prevent such disclosure.

This section will remain in full force and effect until such time the Confidential Information is no longer considered by the District to be confidential. Upon the District's written request, Recipient shall, at its sole election, return or destroy all Confidential Information received under this Agreement. Notwithstanding the foregoing, nothing shall require the alteration, modification, deletion or destruction of back-up tapes or other back-up media made in the ordinary course

of business, provided that said backup tapes or other back-up media shall be stored in a manner that prevents unauthorized access or use of Confidential Information.

#### G. EXAMINATION OF RECORDS

Contractor agrees that the District will have access to and the right to examine any directly pertinent books, documents, papers, and records of any and all transactions relating to this Agreement at any time after the inception of the Agreement upon reasonable notice.

#### H. SCOPE OF AGREEMENT

This writing constitutes the entire Agreement between the parties relative to Contractor's services on the PROJECT, and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement.

#### I. NOTICES

All notices from one party to the other shall be in writing and delivered or mailed to such party at its designated address as follows, or sent via facsimile transmission to such telephone number indicated as follows. Such notices shall be deemed to have been made: (1) when hand delivered; (2) as indicated by certified mail receipt; (3) five days after mailing by first class mail; or (4) as indicated on facsimile transmission receipt, if facsimile transmission is followed by prompt certified or first class mailing or hand delivery.

DISTRICT:                      Fairfield-Suisun Sewer District  
   1010 Chadbourne Road  
   Fairfield, CA 94534-9700  
   Phone (707) 429-8930  
   Fax (707) 429-1280

CONSULTANT:                 Wood Rodgers, Inc.  
   3301 C Street, Bldg. 100-B  
   Sacramento, CA 95816  
   Phone (916) 341-7760  
   Fax (916) 341-7767

#### J. APPLICABLE LAWS

Contractor shall perform this Agreement in accordance with all applicable federal, state, and local laws and regulations. This Agreement shall be construed in accordance with California law. Venue concerning any dispute shall be in Solano County.

Contractor and any subcontractors shall comply with the provisions of Labor Code Sections 1770 et seq., if applicable.

**K. EXECUTION IN COUNTERPARTS**

This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument, it being understood that all parties need not sign the same counterpart. In the event that any signature is delivered by facsimile or electronic transmission (e.g., by e-mail delivery of a ".pdf" format data file), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or electronic signature page were an original signature.

IN WITNESS the parties have executed this Agreement on the day first above-written.

**FAIRFIELD-SUISUN SEWER DISTRICT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**WOOD RODGERS, INC.:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



# Exhibit A

# PROJECT UNDERSTANDING & APPROACH

In addition to the approaches recommended for Phase 2 of this project (see Conceptual Approach section), balancing the level of data collection with model accuracy and effectiveness is equally important. To achieve this balance, Wood Rodgers proposes leveraging readily available data sources; developing a geodatabase to systematically identify and analyze data gaps; implementing a prioritized survey and inspection plan; incorporating our knowledge of regional modeling and calibration datasets; and utilizing documented hotspots and work orders to prioritize study areas.

Wood Rodgers will leverage the data collection, geodatabase refinement, existing LiDAR, inspection planning, and staff interviews completed under **Tasks 1.2** through **1.7** to evaluate data completeness, consistency, and suitability for Phase 2 modeling and analysis. This effort will include identifying and mapping critical, moderate, and minor data gaps; assessing asset attributes, system connectivity, and hydraulic relevance; and screening low-value or non-contributing asset classes that may be simplified or omitted.

Based on this assessment, Wood Rodgers will recommend targeted GIS updates, prioritized field data collection, use of external datasets (e.g., LiDAR), and defensible engineering assumptions to address key deficiencies. A cost/benefit analysis will be conducted to compare varying levels of data refinement and their impact on model accuracy, reliability, and decision-making. For example, pipe invert accuracy may be less critical for capacity analysis using design storms but is essential for evaluating maintenance issues and developing appropriate mitigation strategies.

Findings and recommendations will be reviewed with the District and Cities to confirm priorities and will be documented in a Data Readiness and Implementation framework to ensure Phase 2 efforts are efficient, defensible, and focused on high-value outcomes.

## C. SPECIFIC APPROACH

### Phase 1 Services:

#### Task 1.1 | Project Initiation & Management

Prior to commencing any work, the Wood Rodgers' Team will meet with the District and City and any other stakeholders. The purpose of this kick-off meeting is to clearly define the goals of the project, to establish an understanding of the District and City needs, to determine the standards and policies that apply to the project, and to refine the project's scope of work and budget, if necessary. The meeting will also include an initial effort to collect data and to comprehend the District and City understanding of the drainage system. Wood Rodgers' project manager will perform project management activities throughout the entire duration of the project. These project management activities include:



**MEETINGS AND PRESENTATIONS** | Wood Rodgers will maintain a constant and clear channel of communication by hosting monthly status meetings. We will attend public, District, City Council, and other meetings as requested and will prepare presentation materials.



**RISK MANAGEMENT** | Risk Management is perhaps the most integral part of the Wood Rodgers' project management approach. The premises behind risk management are to identify the scope, schedule, and cost-related risks early; to identify means and methods for the management of specific risks; and, lastly, to identify the entity or person who will most likely be responsible for implementing any risk mitigation strategy. This will be accomplished through the development of a Risk Management Matrix.



**SCHEDULE MANAGEMENT** | The Wood Rodgers' Project Manager will prepare and maintain a critical path method (CPM) schedule that will be presented in a Gantt chart format using Microsoft Project software. Each task and project milestone in the Scope of Work will be included in the schedule, so that the progress of each task milestone can be monitored.



**COST MANAGEMENT** | All charges to the Project will be monitored and controlled to assure that costs are kept within budget limitations. Wood Rodgers' computerized BST10 enterprise system will be utilized to monitor and control budgets on a task-by-task and consultant/subconsultant basis. Monthly invoices will be prepared and submitted to the District.



**PROGRESS REPORTS** | Progress reports will be prepared and submitted to the District every month. Progress reports will cover work and tasks performed during the pay period, a work forecast for the pay period to come, the overall progress of the Project, and the identification of issues that need discussion and resolution.



**QUALITY ASSURANCE/QUALITY CONTROL** | Wood Rodgers will perform Quality Assurance/Quality Control (QA/QC) on the Project. A project-specific QA/QC Plan will be prepared that will be administered by a Quality Manager. The Quality Manager is a senior-level, experienced engineer who will provide independent reviews and will approve all deliverables before they are submitted to the District.

## Task 1.2 | Review Existing Information and Recommend Additional Data Collection

Wood Rodgers will collect, compile, and review available data to establish the technical foundation for the drainage system inventory, condition assessment, operations and maintenance (O&M) optimization, improvement prioritization, and development of the Drainage Maintenance Master Plan. This effort will include reviewing the District's and City's existing GIS geodatabases; parcel and easement data; historical flooding information; previous storm drainage studies; capital improvement plans; climate change and sea level rise analyses; maintenance documentation; current hydrologic data; land use files; general plans; and other relevant reports, studies, plans, and supporting materials. This data will be used to sufficiently update and validate the District's and City's drainage facility information.

In addition, Wood Rodgers will obtain and review record drawings, available survey information, hydrologic and hydraulic models, permit data, and current design standards from the Fairfield-Suisun Sewer District (FSSD), the City of Fairfield, the City of Suisun, Solano County, Caltrans, FEMA, and other relevant agencies. Work orders associated with operations and maintenance activities, as well as documented and anecdotal flooding incidents, will be reviewed to better understand system performance issues and to verify known flooding locations and extents. Data related to planned and existing capital improvement projects, green infrastructure facilities, Low Impact Development (LID) projects, and trash capture devices will also be collected to evaluate their hydraulic impacts and benefits.

All collected information will be integrated into a consolidated geodatabase. Areas where data is missing, incomplete, or inconsistent will be documented and mapped accordingly. This mapping will serve as the basis for identifying data needs and prioritizing field inspections to address data deficiencies.

**Deliverable(s):** *Updated Existing Geodatabase | Data gap maps*

## Task 1.3 | Geodatabase Refinement & Data Gap Analysis (Optional)

As an optional task, Wood Rodgers proposes to refine the District's geodatabase to serve as a centralized, decision-driven platform for managing storm drain system data and guiding all subsequent tasks, including targeted data collection, condition assessment, and hydrologic and hydraulic model development. Rather than treating data collection as a broad, systemwide effort, this approach allows the project team to strategically focus resources where they provide the greatest value, significantly improving cost effectiveness.

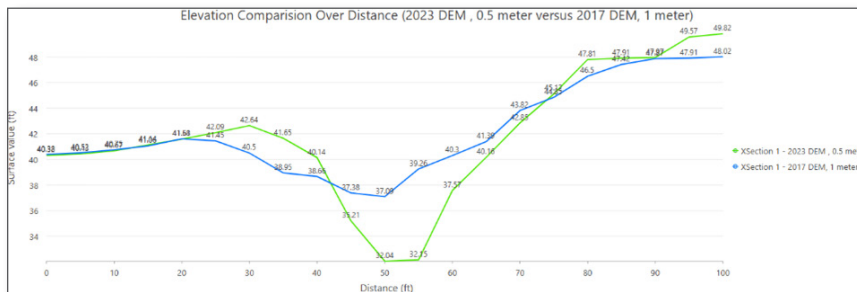
By enhancing the geodatabase to identify and map data gaps, Wood Rodgers will enable prioritized and targeted field investigations instead of costly, systemwide inspections. For example, rather than performing CCTV on an entire pipe network, the refined geodatabase can isolate critical locations with known flooding or maintenance issues based on low velocity values, steep pipe slopes, pipe materials, age, and high trash generating areas, reducing inspection efforts. Similarly, areas with sufficient existing data or low hydraulic significance can be deferred or simplified, avoiding unnecessary survey and inspection costs. The geodatabase will also support identification of data inconsistencies, such as conflicting pipe sizes, elevations, or connectivity, allowing these issues to be resolved upfront rather than discovered later during modeling or design.

Wood Rodgers will review the District's existing geodatabase and implement targeted refinements to ensure it captures all relevant drainage facility properties and condition attributes needed for analysis and decision-making. These refinements will build on a proven schema developed for other agencies, based on the ESRI Local Government Information System Model, and expanded to include drainage-specific datasets such as field survey data, topography, georeferenced record drawings, parcels, streets, municipal boundaries, site photos, watersheds, land use, soils, and hydrologic parameters. A key component of this effort will include verification of vertical datums across all datasets and reconciliation to a consistent datum (e.g., NAVD88).

By standardizing elevations within a unified datum and integrating datasets into a single platform, the geodatabase will support cross-referencing and validation of information, such as correlating maintenance work orders and reported flooding locations with asset elevations and hydraulic performance. This reduces the need for redundant field verification and minimizes the risk of rework during later phases.

In addition, the geodatabase will support the use of defensible assumptions and data substitution where appropriate, reducing the need for costly field efforts. For instance, where high-resolution LiDAR provides reliable ground elevations, survey efforts can be focused on critical inverts and control points rather than systemwide coverage. This targeted approach ensures that higher-cost data collection efforts are reserved for locations where they directly improve model accuracy and decision-making outcomes.

## Task 1.4 | LiDAR/ Topographic Data Collection



Wood Rodgers has access to a high-resolution, 1-foot cell size, and recent 2023 digital elevation model (DEM) to provide seamless topographic coverage of the project area to support accurate and continuous floodplain and open-channel modeling.

The newer DEM utilizes higher-density LiDAR technology capable of better penetrating vegetation along many of the creeks. As shown in the figure

above, the DEM adequately captures a 10-foot-wide vegetated channel (green line), whereas the County’s 2017 DEM (blue line) missed much of the low-flow channel. This improved resolution reduces the need for extensive onsite surveys and minimizes coordination efforts for access to private properties.

Wood Rodgers will compare the 2023 DEM with available cross sections to evaluate its adequacy for hydraulic modeling. Open channel segments with sufficient DEM representation may not require additional survey, while targeted cross-section surveys will be conducted only where necessary to supplement gaps or improve model accuracy.

## Task 1.5 | Key Staff Interviews

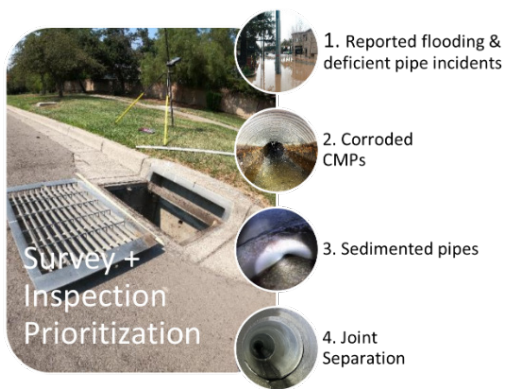
Wood Rodgers will conduct up to three focused interviews with key District and City staff and Utilities personnel to strategically inform and prioritize subsequent data collection, modeling, and analysis efforts. Rather than applying uniform, systemwide inspections and modeling, these interviews will identify high-risk and high-value locations, such as recurring flooding areas, maintenance “hotspots,” known problem pipes, and safety concerns, where both field investigations and detailed modeling will provide the greatest benefit. Information on existing maintenance practices, frequencies, and costs will also be used to distinguish between areas that are well understood versus those with higher uncertainty or risk, allowing modeling efforts to be appropriately scaled.

By leveraging this institutional knowledge, Wood Rodgers will target inspections, surveys, condition assessments, and higher-resolution modeling to critical locations, while applying simplified assumptions or screening-level analysis in lower-priority areas. For example, systems with a history of stable performance may be evaluated using planning-level modeling with limited verification, whereas locations with frequent work orders or known deficiencies will be prioritized for detailed survey and refined hydraulic analysis. This approach minimizes redundant data collection and unnecessary model complexity, focusing resources where they directly improve accuracy and decision-making. The result is a more cost-effective and efficient program that aligns the level of data collection and modeling effort with project needs, while still capturing the most impactful system deficiencies and performance constraints.

A GIS hotspot layer will be developed by integrating data collected in **Task 1.2** with information obtained from staff interviews, along with documented flooding locations, incident records, and photos stored within the refined geodatabase. This consolidated layer will support identification and prioritization of high-risk areas for targeted data collection, modeling, and analysis.

## Task 1.6 | Inspection Plan

Wood Rodgers will implement a targeted, risk-based approach to prioritize, survey, and inspect storm drain facilities at critical locations, significantly reducing the need for systemwide CCTV and inspection efforts. Rather than applying uniform coverage, we will focus on locations with the highest likelihood of deficiencies, identified through technical analysis, available modeling results, topography, maintenance records, and our experience with similar systems. This approach typically reduces inspection costs to approximately 10–20% of a full systemwide program while still capturing the most impactful issues.



Our prioritization strategy, refined through extensive experience, focuses on key system controls and high-risk areas, including upstream and downstream system limits, major junctions and bends, aging metal pipes, steep slope systems, areas prone to sediment deposition or backwater effects, and locations with known structural risks such as joint separation. By concentrating efforts on these critical points, we are able to efficiently characterize overall system geometry and condition, while capturing an estimated 70–80% of existing deficiencies with limited fieldwork.

A systemwide survey and inspection plan will be developed for District review prior to fieldwork, clearly documenting prioritized locations, methodologies, and equipment. Wood Rodgers will utilize proven survey techniques and specialized

equipment to accurately measure pipe inverts, diameters, and locations. Unlike conventional manhole dipping methods, which can be unreliable for deep systems, our approach provides higher accuracy with fewer field visits, further improving efficiency and reducing overall data collection costs.

**Deliverable(s):** *Pipes prioritized for inspection/CCTV | Inspection Work Plan*

## Task 1.7 | Technical Memorandum

Wood Rodgers will prepare and submit a Phase 1 Technical Memorandum (TM) that documents and evaluates the work completed in Phase 1. The TM will summarize the data assembled to date, key findings from staff interviews, identified data gaps and limitations, and an implementation plan for Phase 2 of the Drainage Maintenance Master Plan.

The Phase 1 TM will provide a clear basis for decision-making by describing the current state of available information, assessing its suitability for system inventory, condition assessment, and modeling efforts, and identifying recommended actions to address critical data needs. The memorandum will also evaluate how varying levels of additional data collection may affect the accuracy, extent, and cost of Phase 2 analysis.

The Phase 1 Technical Memorandum will include the following components:

- Summary of data received, compiled, and reviewed under Task 1.2
- Summary of geodatabase refinement recommendations and the key findings from data gap analysis conducted under Task 1.3
- Summary of data quality and coverage of DEM and prioritized channel survey in Task 1.4
- Summary of key findings from staff interviews conducted under Task 1.5
- Summary of pipes prioritized for inspection/CCTV and Inspection Work Plan in Task 1.6
- Identification and discussion of data gaps, inconsistencies, and limitations
- Recommendations for additional data collection and modeling extent and resolution to support Phase 2 tasks
- Identification of external data sources and/or assumptions that may be used to address critical data gaps
- Cost-benefit analysis of varying levels of additional data collection, including evaluation of the omission of select asset classes
- Estimate and graphical representation of the percentage of drainage system proposed to be included in Phase 2 modeling, with relevant statistics under the following scenarios:
  - » Assuming no additional data collection
  - » Assuming recommended additional data collection is completed
- Preliminary scope and fee estimate for recommended additional data collection efforts and other Phase 2 services

**Deliverable(s):** *Draft and Final Phase 1 Technical Memorandum*

# COST PROPOSAL

Wood Rodger's, Inc. (Prime Consultant)

COST PROPOSAL															4/27/2026					
CLIENT: FAIRFIELD-SUISUN SEWER DISTRICT																				
PROJECT: Drainage Maintenance Master Plan																				
Wood Rodgers, Inc.															GEOSYNTEC	SCI	PATHWAYS			
															Subtotal	Subtotal	Subtotal	WR Mark Up	Reimbursables	Subtotals
Quantity	No.	\$ 395	\$ 345	\$ 325	\$ 315	\$ 315	\$ 290	\$ 275	\$265	\$ 255	\$ 220	\$ 210	\$185				10%			
		Principal Eng II	Principal Eng I	Senior Engineer II	Senior Engineer I	Senior GIS I	Project Engineer II	Project Engineer I	Engineer II	Engineer I	Assist. Engineer	Project Coordinator	Admin. Assist.	Subtotal	Subtotal	Subtotal	Subtotal	WR Mark Up	Reimbursables	Subtotals
Task 1.1 Project Initiation & Management																				
	2 month	2	8	8				4					4	\$ 8,090	-	-	-	-	-	\$ 8,090
Task 1.2 Review Existing Information and Recommend Additional Data Collection																				
			16	20					30					\$ 19,970	-	-	-	-	-	\$ 19,970
Task 1.3 Geodatabase Refinement & Data Gap Analysis (Optional)																				
			8	16		60			16					\$ 31,100	-	-	-	-	-	\$ 31,100
Task 1.4 LiDAR/ Topographic Data Collection																				
			2	8					8					\$ 5,410	-	-	-	-	-	\$ 5,410
Task 1.5 Key Staff Interviews																				
	3 interviews		6	9										\$ 4,995	-	-	-	-	-	\$ 4,995
Task 1.6 Inspection Plan																				
				8				18						\$ 7,550	-	-	-	-	-	\$ 7,550
Task 1.7 Technical Memorandum																				
			8	24		4			16					\$ 16,060	-	-	-	-	-	\$ 16,060
<b>Total:</b>		<b>2</b>	<b>40</b>	<b>77</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>22</b>	<b>54</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>62,075</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 62,075</b>
<b>Total with Optional Task:</b>		<b>2</b>	<b>48</b>	<b>93</b>	<b>-</b>	<b>64</b>	<b>-</b>	<b>22</b>	<b>70</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>93,175</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 93,175</b>

# HOURLY FEE SCHEDULE

## Wood Rodgers, Inc. (Prime Consultant)

### EXHIBIT "B"



WOOD RODGERS

### OAKLAND FEE SCHEDULE

CLASSIFICATION	STANDARD RATE
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$395
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$345
Senior Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$325
Senior Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$315
Project Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$290
Project Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$275
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$265
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$255
Assistant Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$220
Designer	\$120
Senior CAD Technician/Graphics Designer II	\$240
Senior CAD Technician/Graphics Designer I	\$225
CAD Technician/Graphics Designer	\$200
Project Coordinator	\$210
Administrative Assistant	\$185
1 Person Survey Crew	\$285
2 Person Survey Crew	\$405
3 Person Survey Crew	\$515
Construction Manager	\$395
Senior Field Technician I	\$210
Field Technician II	\$190
Field Technician I	\$170
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work, Expert Witness Testimony and Preparation	Rate Plus 50%

\*LA = Landscape Architect

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice. Auto mileage will be charged at the IRS standard rate when incurred.

Fee Schedule subject to change January 1, 2027 and annually thereafter.



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: Kimberly Kraft, HR Manager

SUBJECT: Annual Public Hearing on Workforce Vacancies and Recruitment and Retention Efforts – Compliance with Assembly Bill 2561 (Government Code § 3502.3)

**Recommendation:** Conduct a public hearing and receive a presentation on workforce vacancies and recruitment and retention efforts to comply with Assembly Bill 2561 (Government Code § 3502.3), effective January 1, 2025.

**Background:** Assembly Bill 2561 was enacted to address challenges in filling public sector positions, which can impact service delivery and increase workload for existing staff. The legislation adds Government Code section 3502.3, requiring all local public agencies to present the status of workforce vacancies and provide an update on efforts to recruit and retain employees at a public hearing before the agency’s governing body at least once per fiscal year. If the agency adopts a final annual or multiyear budget during the fiscal year, the information must be presented prior to the adoption of the final budget.

AB 2561 also requires that recognized employee organizations, regardless of the vacancy rate, be provided with the opportunity to make a presentation before the governing board during the same public hearing in which the public agency makes its annual presentation on vacancies. All employees of the District are “at will,” and the District has no recognized employee organizations. However, all employees were notified of the date and time of the District’s presentation and are allowed to present.

**Discussion:** In compliance with Government Code Section 3502.3, the District is required to present information on workforce vacancies and recruitment and retention efforts at a public hearing prior to the adoption of the Fiscal Year 2026-27 Budget. District staff will present information including current vacancy levels, barriers to recruitment, average time to fill positions, and efforts underway to improve employee retention. If vacancy levels in specific areas reach elevated thresholds, additional data and analysis may be required under the law.

Annual Public Hearing on Workforce Vacancies and Recruitment and Retention Efforts –  
Compliance with Assembly Bill 2561 (Government Code § 3502.3)

May 18, 2026

Page 2 of 2

Incorporating reporting on workforce vacancies into the District’s regular reporting cycle ensures compliance with state law while enhancing transparency and informing the Board and public on the status of the District’s workforce.

**Fiscal Impact:** There is no direct fiscal impact associated with holding the required public hearing. However, addressing identified staffing challenges may have future budget implications, which will be brought to the Board as part of ongoing planning and financial review.

Attachment – AB2561 Board Presentation – 2025 Data



FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

# WORKFORCE VACANCIES AND RECRUITMENT AND RETENTION EFFORTS

Compliance with Assembly Bill 2561 (Government Code § 3502.3)

# WHAT IS AB2561?

## ANNUAL PUBLIC HEARING

Effective January 1, 2025 this bill requires public agencies conduct an annual presentation before the agency's governing body.



**INTENT**  
Intent of the bill is to ensure vacancy rates do not adversely affect the delivery of public services.



## CHANGES REQUIRED

Must report on any necessary changes to policies, procedures, or recruitment activities that may lead to obstacles in the hiring process.



**DATA PRESENTATION**  
Must present the status of vacancies, recruitment and retention efforts.

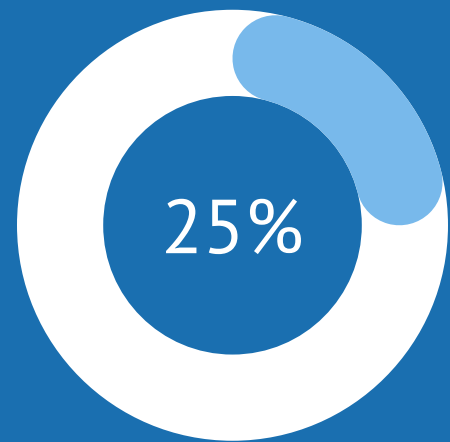


# WORKFORCE INFORMATION

- Total Budgeted/Authorized Full-Time Positions: 71
- The District does not have any bargaining units or union representation.
- Services Rendered to Public by Budgeted/Authorized Workforce:
  - Provides essential wastewater services to approximately 149,000 residents across multiple communities. Staff are responsible for operating and maintaining over 70 miles of sewer pipeline and a regional wastewater treatment facility that ensures safe and effective collection, treatment, and disposal of wastewater. Through coordinated efforts, the District safeguards public health, protects local waterways, and supports sustainable growth throughout the service area.

# TOTAL FTE COUNT

## HISTORICAL DATA



### POSITIONS ADDED SINCE 2018

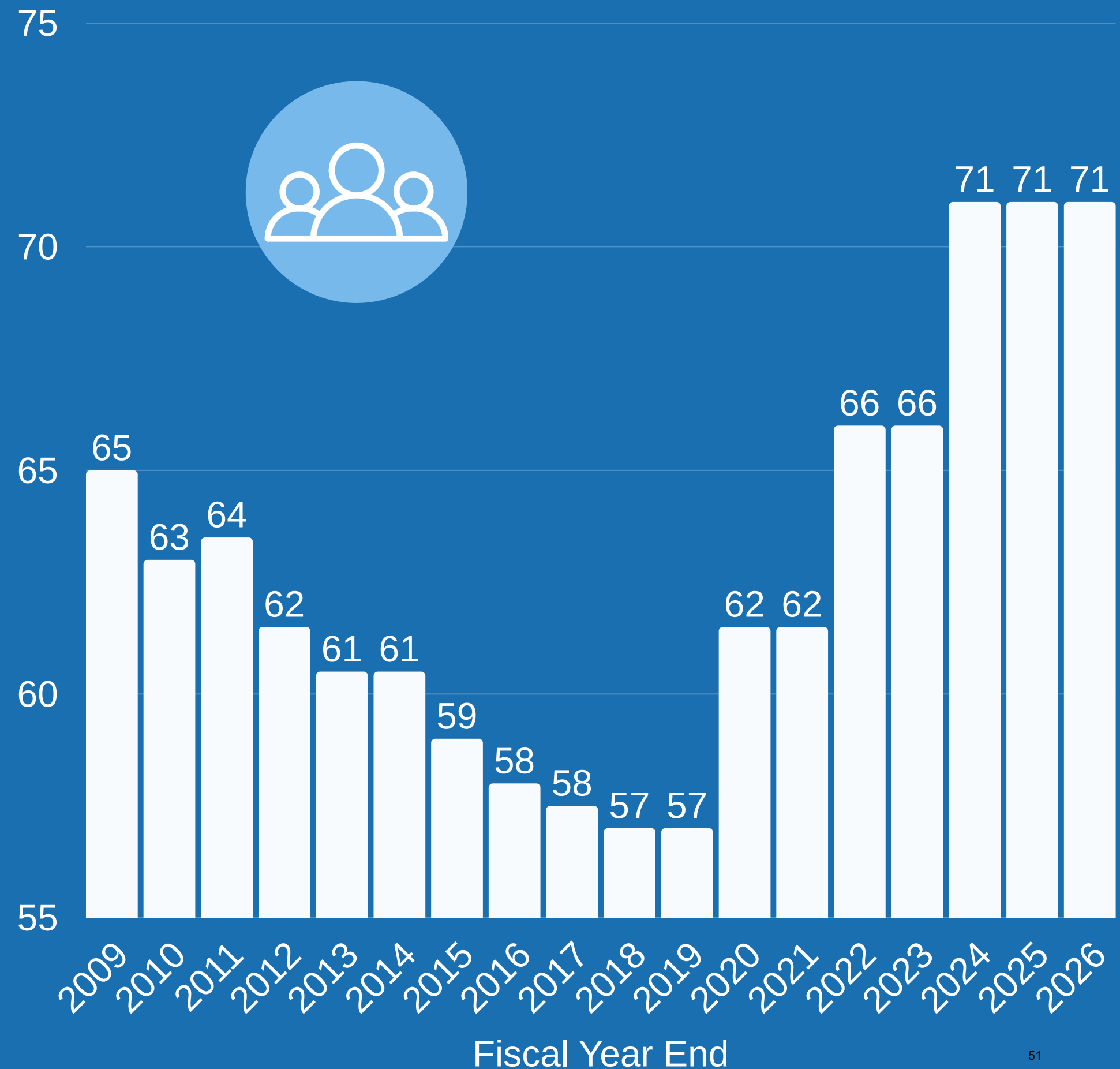
There has been a 25% increase in positions since 2018; which was the lowest FTE count in 10 years.

### REASONS FOR INCREASE

- Improve public service
- Bring back essential positions for growth
- Meet staffing requirements for regulatory needs and capital improvement projects

### CONSISTENCY SINCE 2024

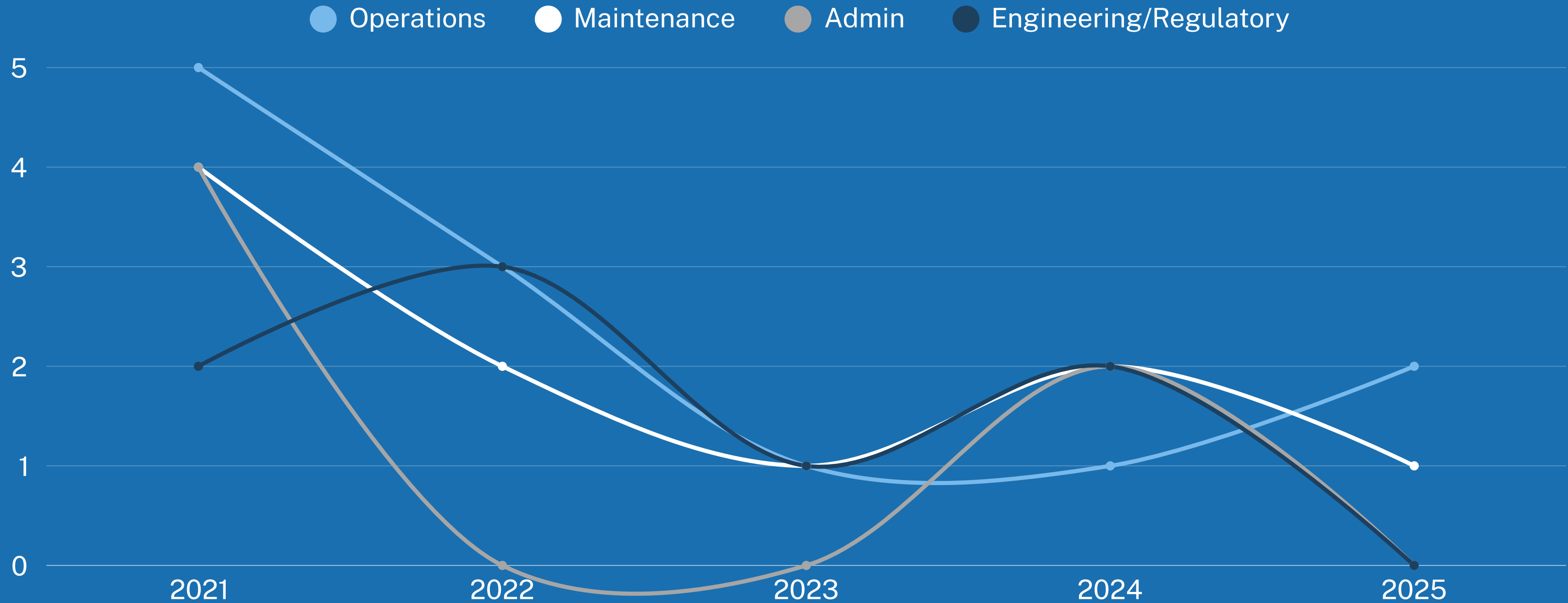
- FTE count has remained consistent since 2024
- District has been able to reallocate positions without increasing headcount





# RECRUITMENTS

## HISTORICAL DATA FOR FTE POSITIONS





# 2025 VACANCY DATA

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
# of Vacancies Created	0	0	0	1	0	0	1	0	0	2	0	1
# of Vacancies Filled	0	0	0	0	0	0	0	0	0	2	1	1
# of Total Vacancies	4	4	4	5	5	5	6	6	6	6	5	5
# of Budgeted FTEs	71	71	71	71	71	71	71	71	71	71	71	71
% of Vacancies	5.6%	5.6%	5.6%	7.0%	7.0%	7.0%	8.5%	8.5%	8.5%	8.5%	7.0%	7.0%

Data is effective the last day of each month.

AVERAGE % OF VACANCIES AT THE END OF EACH MONTH: 6.9%

HIGHEST % OF VACANCIES AT THE END OF A MONTH: 8.5%

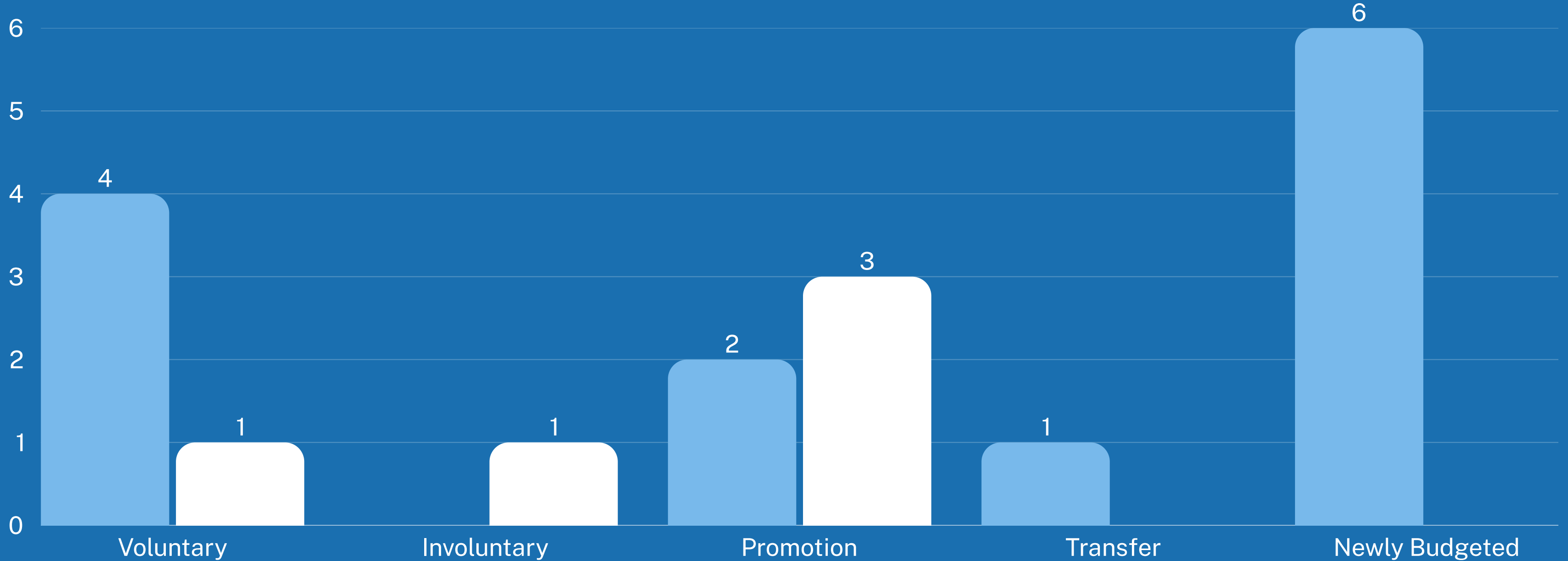
LOWEST % OF VACANCIES AT THE END OF A MONTH: 5.6%



# VACANCY DATA

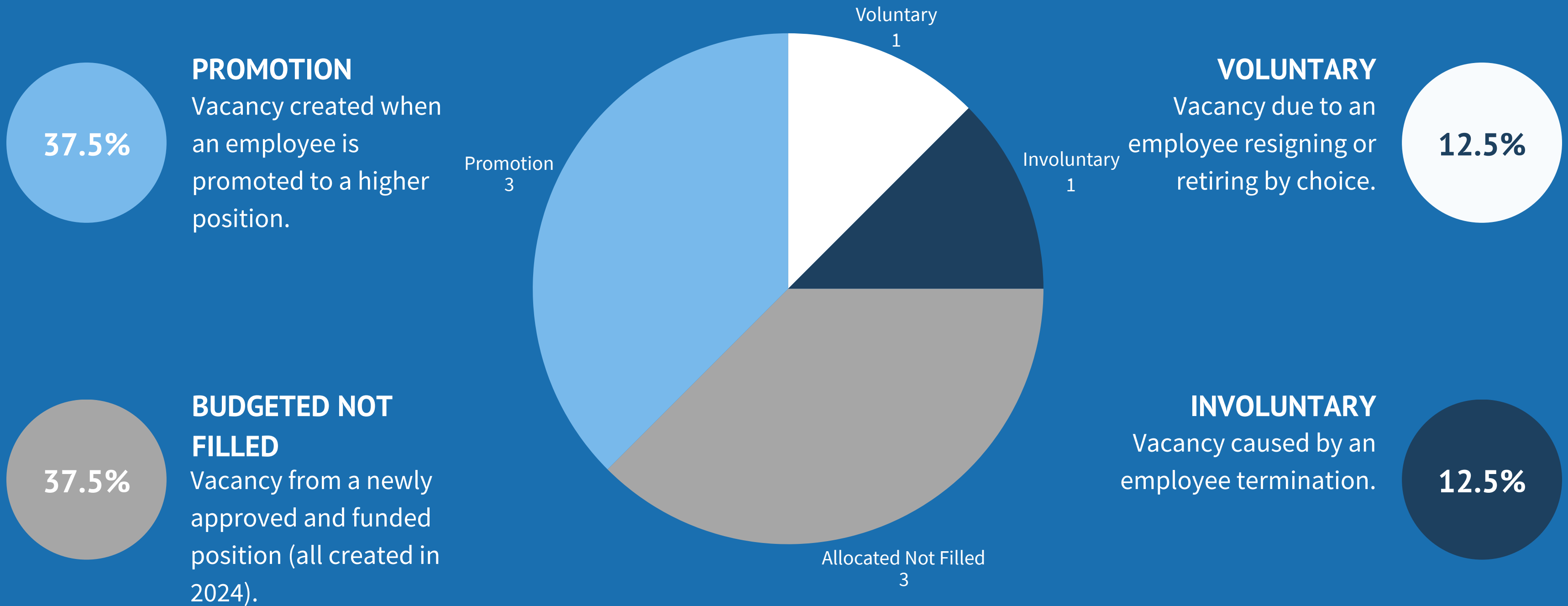
## REASONS FOR VACANCY

● 2024 ● 2025



# 2025 VACANCY DATA

## REASONS FOR VACANCY



**37.5%**

**PROMOTION**  
Vacancy created when an employee is promoted to a higher position.

**37.5%**

**BUDGETED NOT FILLED**  
Vacancy from a newly approved and funded position (all created in 2024).

**12.5%**

**VOLUNTARY**  
Vacancy due to an employee resigning or retiring by choice.

**12.5%**

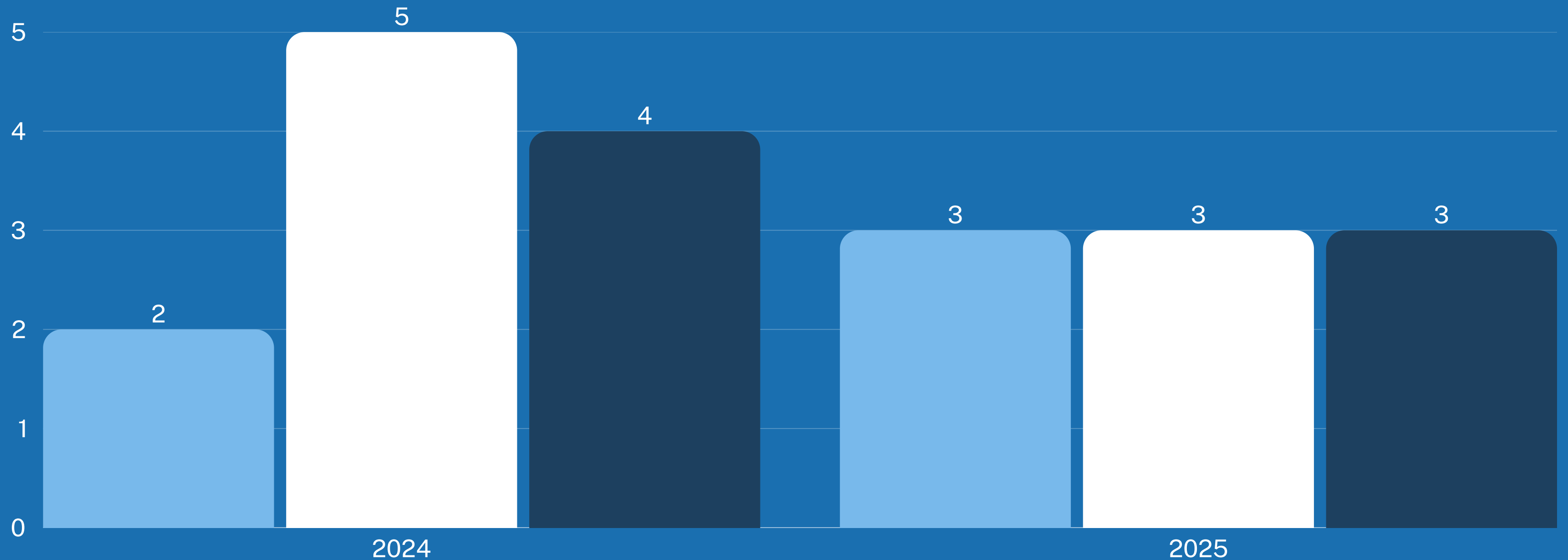
**INVOLUNTARY**  
Vacancy caused by an employee termination.



# VACANCY DATA

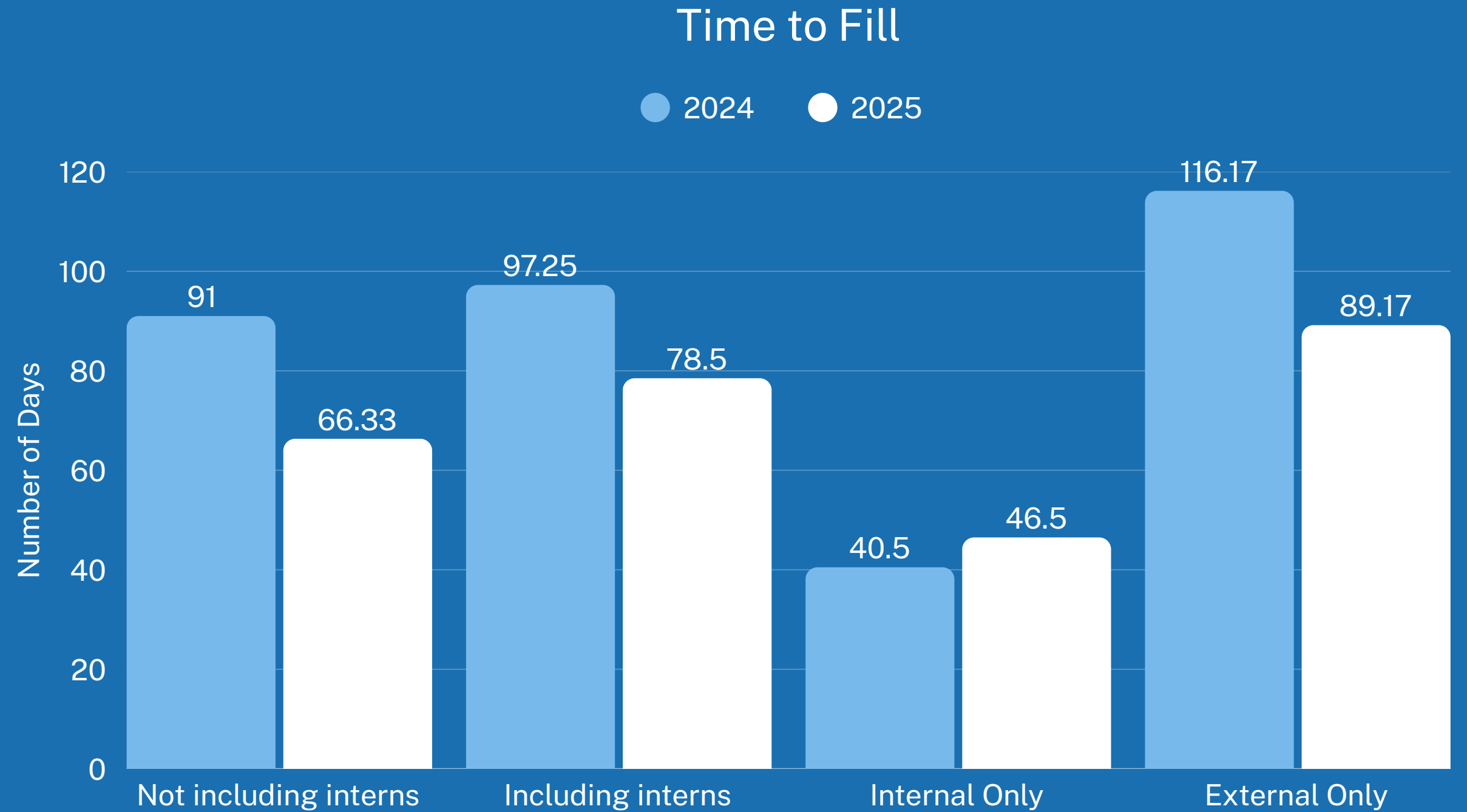
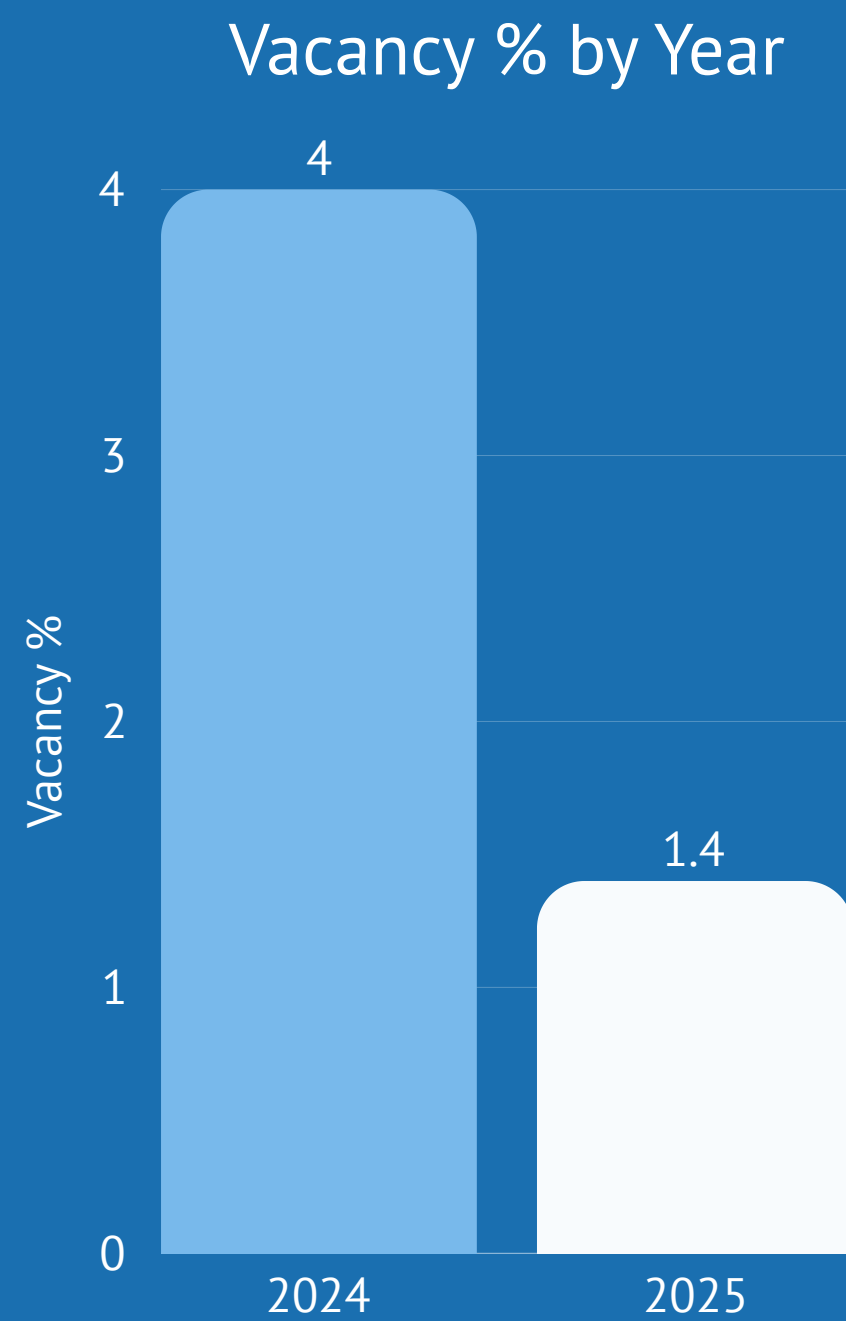
## RECRUITMENT ACTIVITY TYPE

● Internal ● Open ● Pending





# RECRUITMENT/RETENTION STATISTICS



*100% of the all positions were filled with first job posting.*



# HIRING CHALLENGES OR CHANGES

## Current Workforce Stability

- The District has shifted from turnover-driven vacancies to a model dominated by internal movement and planned separations.
- Promotion-related backfills have almost been completed, eliminating the ripple effects seen in prior years.
- Overall staffing levels now seem stable.

## Emerging Challenges

- Retirements in key roles could create knowledge gaps and trigger future vacancy ripple effects.
- Some positions may require specific skills or institutional knowledge, which can make filling them externally more time-consuming.
- Less foreseeable turnover in high-level positions - less upward movement for staff could create turnover.

## Forward-Looking Considerations

- Development of training plans/models for cross-training.
- Knowledge transfer initiatives to retain institutional knowledge.
- Continued investment in early-career pipelines to ensure a future workforce in wastewater.



# RECRUITMENT PROCESS

Recruitment/Hiring Process Step	Description
Vacancy Created	Voluntary Separation, Retirement, Involuntary Separation, Internal Movement, Newly Budgeted Position.
Requisition Created	Manager submits requisition to fill vacancy after they have time to evaluate the need to fill. Requisition gets reviewed and approved by Finance and HR.
Determine Recruitment Activity Type	Utilize existing eligibility list, recruit external & internal, or recruit internal only.
Job Posting	HR works with Hiring Manager on job posting. Advertise job opening and recruitment based on advertisement plan.
Application Screening	Pass applicants that meet the minimum qualifications.

*Continued on next page...*



# RECRUITMENT PROCESS

Recruitment/Hiring Process Step	Description
Candidate Examination	Pass candidates that score passing % or higher on approved testing mechanism approved prior to recruitment opening.
Eligibility List	Place passing candidates on eligibility list ranked based on score from examination process.
Interview Panel	Top candidates from eligibility list are referred to Hiring Manager for interview with hiring panel.
Conditional Job Offer	Hiring Manager requests conditional offer made to top candidate. Conditional Job Offer drafted by HR and signed by General Manager.
Pre-hire Process	Selected candidate accepts conditional job offer. HR processes pre-employment screening based on position.
Job Placement	Selected candidate passes pre-employment processes and is issued a final job offer letter (signed by General Manager) with employment start date.



# RETENTION EFFORTS

## RECRUITMENT AND HIRING

- Recruitment Training
  - As part of the District's Strategic Plan, we have developed internal Leadership Essentials training. One of the trainings is on Recruitment and will be rolled out this year.
- Job Description Updates:
  - As of today, all positions at the District have a current job description and are on a five (5) year review schedule or as needed if changes in positions occur.
- Externship Program
  - Rolled out in 2026 - this introduces students and professors to careers in Wastewater and to the internship opportunities we provide.



# RETENTION EFFORTS

## ONBOARDING & EXPERIENCE

- Continuous Process Improvement - Onboarding:
  - The District has continuous process improvement on the onboarding process and has rolled in ADP Workforce Now to assist with the onboarding process.
  - Positive feedback from new hires on the District onboarding experience.
- New Employee Survey:
  - A follow-up survey is conducted six months after hire to gather feedback on the recruitment and onboarding experience, supporting continuous improvement efforts.



# RETENTION EFFORTS

## ENGAGEMENT & RETENTION

- Compensation Study (2025):
  - A comprehensive review led to compensation updates, resulting in improved retention and increased applications for Utility Worker.
- Annual Benefits Review:
  - The District conducts an annual review of employee benefits to maintain competitiveness and meet the evolving needs of staff.
- Employee Feedback Surveys:
  - Regular employee surveys are administered to gather feedback that directly informs the revision of policies, practices, and procedures.
- Employee Engagement Strategy:
  - To ensure consistent and continuous engagement with staff we have developed a process to recognize staff throughout the year.
- Succession Planning Efforts:
  - Additional efforts will be made to outline our succession planning efforts and determine key-positions for future planning.



FAIRFIELD-SUISUN SEWER DISTRICT

QUESTIONS?



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Adoption of the FY 2026-27 Budget and Long-Term Financial Plan

**Recommendation:** Adopt Resolution No. 2026-11 Approving the FY 2026-27 Budget and Long-Term Financial Plan.

**Background:** Beginning in January, District staff collaborate to review Major Maintenance and Capital Improvement Program needs, department operating budgets, projected current fiscal year actuals, and revenue and expense assumptions. The culmination of efforts from staff results in the Budget and Long-Term Financial Plan. The Budget and Long-Term Financial Plan has proven to be a reliable tool to assist the Board with capital and financial planning to maintain high quality wastewater collection and treatment and stormwater management services provided to residents.

**Discussion:** The FY 2026-27 Budget and Long-Term Financial Plan document contains details on the District's revenues, expenses, reserves, and any related changes in assumptions. In pursuit of the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award, District staff have updated the outline of the budget document and related schedules to better align with GFOA's best practices on budget document presentation.

Key information in the FY 2026-27 Budget and Long-Term Financial Plan is as follows:

- Pages 4-13 provide an overview of organizational and budget highlights and information about the District.
- Pages 14-22 provide a detailed overview of key revenue categories and expense programs.
- Pages 23-33 contain the budget schedules for all District funds.
- Pages 34-38 provide a detailed analysis of the long-term financial forecast.
- Pages 39-42 outlines departmental information.

Adoption of the FY 2026-27 Budget and Long-Term Financial Plan

May 18, 2026

Page 2 of 2

Approving the FY 2026-27 Budget and Long-Term Financial Plan requires action on the following resolution:

- Resolution No. 2026-11 approves the FY 2025-26 revenue and expense projections and adopts the FY 2026-27 Budget and Long-Term Financial Plan

**Fiscal Impact:** FY 2026-27 revenues and expenses for all funds are budgeted at \$89.3 million and \$98.4 million, respectively. The delta between revenues and expenses represents a planned drawdown of reserves to fund Major Maintenance and Capital Improvement Program projects.

Attachment: FY 2026-27 Budget & Long-Term Financial Plan



# BUDGET AND LONG-TERM FINANCIAL PLAN

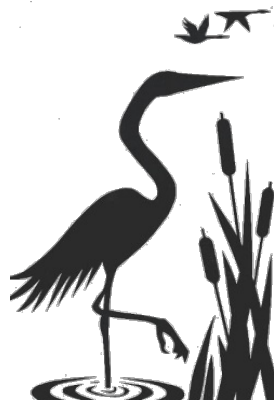
## FY 2026-27

1010 Chadbourne Rd  
Fairfield, CA 94534

[www.FairfieldSuisunSewer.ca.gov](http://www.FairfieldSuisunSewer.ca.gov)

# **Budget and Long-Term Financial Plan**

## **Fiscal Year 2026-27**



## **Fairfield-Suisun Sewer District**

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

**2026 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 (City of Fairfield)

Manveer Sandhu, Second Alternate (City of Fairfield)

**Management Team**

Jordan Damerel, General Manager/District Engineer

Meg Herston, Director of Environmental Services

Doug Hollowell, Director of Operations and Maintenance

James Russell-Field, Director of Administrative Services

Kimberly Kraft, Human Resources Manager

**District Counsel**

Carrie Blacklock

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## TRANSMITTAL LETTER

DATE: May 1, 2026

TO: Board of Directors

FROM: Jordan Damerel  
General Manager

James Russell-Field  
Director of Administrative Services

SUBJECT: FY 2026-27 Budget and Long-Term Financial Plan

### SUMMARY

We are pleased to submit the Fiscal Year 2026-27 Budget and Long-Term Financial Plan for Board adoption. The Long-Term Financial Plan has proven to be a reliable tool for almost 30 years to project revenues, expenses, and required reserves. The Board has relied on long-term capital and financial planning to guide their decisions on budgets. Through prudent management, the District keeps costs to its ratepayers low and has one of the lowest sewer service charges in the San Francisco Bay Area.

The District operates a cost-efficient, award-winning wastewater and stormwater utility that protects public health and the environment. For approximately \$1.81 per day, the District collects, conveys, treats, and safely disposes an average of 178 gallons of sewage per day from each residential customer in the community. The average influent flow to the District's wastewater treatment plant was 13.9 million gallons per day in 2025.

The District maintains 85 miles of 12-inch to 48-inch diameter sewers and utilizes 14 pump stations and one treatment plant to serve a population of approximately 150,000. The Budget and Long-Term Financial Plan is developed to maintain high-quality service to District customers by ensuring the wastewater system is adequately maintained and repairs or replacements requiring significant funding are planned in advance, thereby avoiding rate spikes or unnecessary debt that can result from short-term planning.

The District continues to proactively maintain aging infrastructure with preventative maintenance and updates to collection system and treatment plant facilities. In the last year, the District continued work on key infrastructure projects including the Bioenergy Generation Project, Kellogg Resiliency Project, Roof Rehabilitation Project, Electrical Replacement Project Phase II, and the Suisun Force Main Rehabilitation Project.

## GOALS

Under the Board of Directors' guidance, District management set the following long-term financial goals:

- 1) Maintain operating cash reserves of at least three months of operating expenses to ensure smooth cash flow.
- 2) Maintain minimum debt service coverage ratio as legally mandated.
- 3) Pay system expansion capital improvement plan expenses from Sewer Capacity Charges.
- 4) Manage long-term employment-related liabilities to a sustainable level.
- 5) Build up major maintenance/replacement reserves to ensure a source of funds for major maintenance and repairs, upgrades, and eventual replacement of the treatment plant and sewer system.
- 6) Minimize debt and long-term borrowing.

## ORGANIZATIONAL HIGHLIGHTS

### Strategic Plan

In November 2025, the Board approved the District's 2026–2028 Strategic Plan, developed through a collaborative staff process and focused on infrastructure, workforce, fiscal stewardship, and community engagement. The Plan establishes updated mission, vision, and core values, along with strategic goals and measurable objectives across four priorities: workflow modernization, community engagement, advancing technology, and workforce training and safety. Implementation will occur in phases with regular Board updates. Longer-term strategies will guide the District over six years and departmental objectives are refreshed every two years.

The 2026-2028 Strategic Plan is available to read in full on the District's website at the link below:

[Strategic Plan, Vision, Mission and Core Values](#)

### 75<sup>th</sup> Anniversary

California's Legislature created the Fairfield-Suisun Sewer District in 1951 for wastewater collection and treatment in Fairfield, Suisun City and Travis Air Force Base. The District celebrated its 75<sup>th</sup> anniversary on May 2, 2026. To celebrate the occasion, the District held an open house event featuring behind-the-scenes tours of the wastewater treatment plant, hands-on activities for kids, and opportunities to learn how the District cleans water and safeguards the environment.

### Externship

In April 2026, the District hosted its first externship event, attracting approximately 38 college students. Participants toured the plant, explored career opportunities in wastewater, and observed demonstrations from each department. To build on this engagement, the District aligned its internship recruitments with the event, providing interested students with an opportunity to learn more about the District before applying.

## Grants and Local Partnerships

The District received \$4.1 million in funding from the Environmental Protection Agency, \$1.4 million from the California Ocean Protection Council, and \$600,000 from the California Governor's Office of Planning and Research. These grants have been used to help public agencies and non-profit partners across Solano County fund planning and projects for shoreline resilience and nature-based adaptation projects to reduce coastal hazard risks from sea level rise, tidal surges, and storm events. In addition, the District is anticipating spending down the remainder of an \$8.6 million allocation from the State of California for the Kellogg Resiliency Project through the extended date of February 28, 2028.

## Master Planning

The District is advancing several master planning efforts, including the Collection System, and Storm Drain Master Plans, as well as a GIS Strategy and Upgrade. A Wastewater Treatment Plant Master Plan will follow in the near future. These efforts evaluate system assets and identify and prioritize critical capital projects, ensuring ratepayer funds are invested where they deliver the greatest long-term value.

## Cost of Service and Rate Study

The District initiated a Cost of Service and Rate Study in June 2025, one year earlier than planned, in response to changing economic conditions and to the Suisun Force Main Rehabilitation Project. Construction costs for the project are estimated at \$53.4 million between FY 2025–26 and FY 2027–28, making it the District's largest capital investment since the wastewater treatment plant expansion in the mid-2000s. Given the project's cost and multi-generational impact, the District is pursuing external funding options of grants, loans, and bonds to finance the project, which may require a credit rating. To support a potential credit rating, the District decided to pursue securing a new five-year rate schedule.

The Board received the Rate Study results in November 2025 and adopted a new five-year rate schedule following a public hearing in April 2026. The schedule takes effect July 1, 2026 (FY 2026–27), with annual adjustments through July 1, 2030 (FY 2030-31).

## Awards and Recognition

- **NACWA Peak Performance Platinum Award:** The District received the National Association of Clean Water Agency's (NACWA) Peak Performance Platinum Award for the eleventh year in a row, indicating 100 percent compliance with the District's National Pollutant Discharge Elimination System (NPDES) permit.
- **CSRMA Workers Compensation Excellence Award:** The District received the Workers Compensation Excellence Award from California Sanitation Risk Management Authority (CSRMA) for calendar year 2025. Applying and achieving the award includes a detailed application to demonstrate efforts analyzing, documenting, and addressing job hazards as well as reducing soft tissue and strain-related injuries.
- **CASA Excellence in Public Outreach/Education:** The District, in partnership with the Solano Resource Conservation District, received an award for Excellence in Public Outreach/Education from the California Association of Sanitation

Agencies. This award recognized the FSSD Education Program, which provides classroom lessons, treatment plant tours, and mock community meetings for hundreds of Fairfield-Suisun Unified School District fifth graders each year. The program is in its third year.

- **GFOA Distinguished Budget and Certificate of Achievement for Excellence in Financial Reporting Awards:** The Government Finance Officers Association (GFOA) awarded the District its second Distinguished Budget Award for the FY 2025-26 Budget and Long-Term Financial Plan and its 27<sup>th</sup> Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024.
- **CSMFO Operating Budget Excellence Award:** The District received its second Operating Budget Excellence Award for the FY 2025-26 Budget and Long-Term Financial Plan from the California Society of Municipal Finance Officers.
- **Staff Recognition:** District staff recognized by professional organizations included:
  - **Raymona Shirmard**, Laboratory Analyst, received the Laboratory Analyst of the Year from the California Water Environment Association (CWEA) Sacramento Section.
  - **Erik Johnson**, E/I Technician II, received the Electrical/Instrumentation Technician of the Year from the CWEA Redwood Empire Section.

## BUDGET HIGHLIGHTS

- **Revenues** for FY 2026-27 are budgeted at \$89.3 million for all funds. However, that includes \$31.9 million in Loans & Bonds in anticipated funding for Suisun Force Main Reliability Project. Excluding the Loans & Bonds category, Sewer Service Charges account for 66 percent of total budgeted revenues and will increase 10 percent in accordance with the District's most recent Proposition 218 Notice. The Sewer Service Charges revenue total also factors in a decrease of approximately \$1.2 million due to the closure of the District's second largest Commercial/Industrial customer, Anheuser Busch, in March 2026. Federal and State grants total \$8.3 million, or 14 percent of all revenues excluding Loans & Bonds, which consists of the remaining funds from the State of California for the Kellogg Resiliency Project, EPA funding to offset costs for the Nitrogen Removal Phase 1 Project, and funding from the Ocean Protection Council for the Solano Bayshore Resiliency Project.
- **Operating Expenses** for FY 2026-27 total \$35.6 million for all funds, an increase of \$0.8 million, or 2 percent, compared to the FY 2025-26 projected actual. Increases in operating expenses are primarily related to increases in chemical, permit, insurance and personnel costs aligned with advancing District goals and service priorities, offset by decreases in electricity related to savings from the Bioenergy Generation Project.
- **Debt Service & Capital Requirements** for FY 2026-27 total \$62.8 million for all funds.
  - **Debt Service** expenses remain at \$1.1 million per year, consisting of State Revolving Fund (SRF) Loan repayments for the Ultraviolet Disinfection (repayment from May 2012 through May 2031) and Blower Projects (repayment from October 2020 through October 2039).

- **Major Maintenance & Capital Improvement Program (CIP)** expenses for FY 2026-27 total \$58.2 million for all funds, which support both routine repairs and key infrastructure projects for the treatment plant and collection system. District staff have diligently and thoughtfully identified necessary projects that can be achieved with the current rate structure, supplemented with anticipated external funding. Maintenance and CIP expenses are projected at \$276.1 million through FY 2035-36, not yet including recommendations from pending infrastructure Master Plans, which will be incorporated into future forecasts and Rate Studies.
- **City Collection System Reserve Appropriations** for FY 2026-27 total \$3.6 million, as requested by the cities of Fairfield and Suisun City for completing collection system repair and rehabilitation projects in their service areas. Appropriations to the cities since the Collection System Reserve was established in FY 2022-23 total \$9.2 million.

## CONCLUSION

The Board's continued support of long-range fiscal planning has produced a stable financial foundation to meet both current and future service needs given a range of possible community growth rates. Prudent cost management and the District's philosophy of building up reserves are instrumental in positioning the District to invest in infrastructure and continue to provide high-quality and critical services to the community.

## ACKNOWLEDGMENT

We thank the Board for its guidance and continued support in developing a sustainable budget and long-term financial plan. Sincere appreciation is given to District staff who assist with the preparation of the budget, with special recognition to Doug Hollowell for leading the preparation of the Major Maintenance Budget, Irene O'Sullivan for leading the preparation of the Capital Improvement Program Budget, and Lindsay Sagastume for leading the preparation of the Operating Budget and compiling the data, reports, and Budget Book.



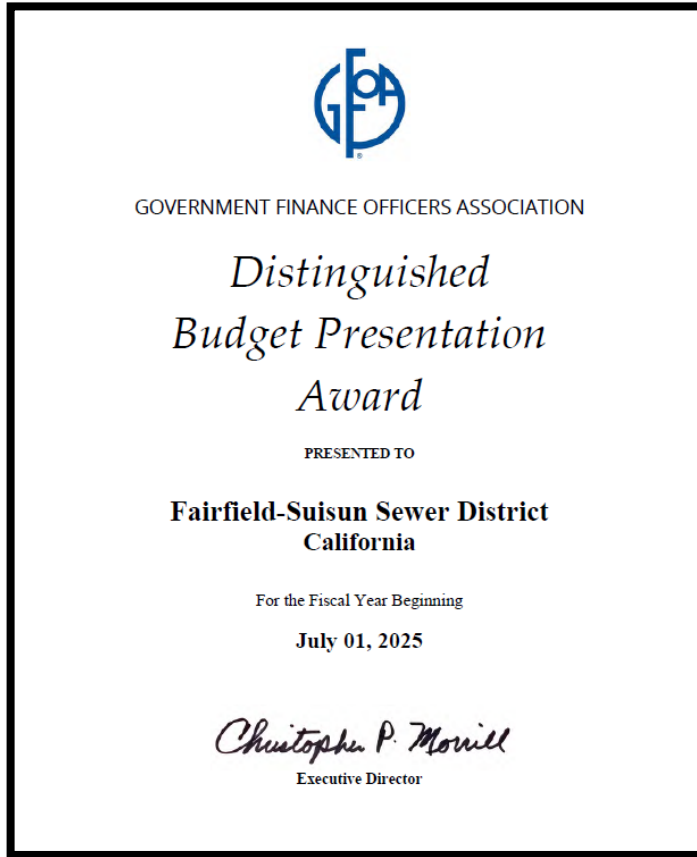
Jordan Damerel, P.E.  
General Manager



James Russell-Field, CPA  
Director of Administrative Services

# Budget Awards

## GFOA AWARD CERTIFICATE



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Fairfield-Suisun Sewer District for its annual budget fiscal year beginning July 1, 2025. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

## CSMFO AWARD CERTIFICATE



## ABOUT THE DISTRICT

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 “enabling act”). The enabling 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.

In April 2019, the District amended its enabling act language, under AB530, to authorize the acceptance and disposal of sewage emanating from any building within the Middle Green Valley Specific Plan area, upon request of the landowner. Middle Green Valley is an unincorporated area in Solano County north of the City of Fairfield and outside the city’s sphere of influence. Solano County has adopted a Specific Plan for the Middle Green Valley, which calls for development of about 400 homes and associated commercial and public facilities.

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 ten-member Board of Directors consists of the members of the city councils of the two cities (with the remaining two Fairfield city councilmembers serving as Alternate Directors). 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.



*Fairfield-Suisun Sewer District*



# FAIRFIELD-SUISUN SEWER DISTRICT

## ORGANIZATIONAL CHART

UPDATED APRIL 2026



District Board  
(Elected)

External District Counsel

General Manager/District Engineer  
(1 FTE)

Director of Administrative Services  
(1 FTE)

Director of Environmental Services  
(1 FTE)

Engineering Manager  
(1 FTE)

Operations Manager  
(1 FTE)

Director of Operations & Maintenance  
(1 FTE)

Maintenance Manager  
(1 FTE)

Administrative Specialist  
(1 FTE)

Accountant/Senior Accountant  
(1 FTE)

Financial Technician  
(1 FTE)

Management Analyst  
(1 FTE)

IT Manager  
(1 FTE)

HR Manager  
(1 FTE)

HR Technician  
(1 FTE)

Regulatory Compliance Manager  
(1 FTE)

Senior Engineer  
(1 FTE)

Engineering Technician  
(1 FTE)

Lab Manager  
(1 FTE)

Lab Analyst/Technician  
(Analyst Senior, Analyst, Technician)  
(3 FTE)

Engineers  
(Junior, Assistant, Associate, Senior)  
(5 FTE)

Senior Inspector  
(2 FTE)

GIS Coordinator  
(1 FTE)

Operations Supervisor  
(2 FTE)

Wastewater Plant Operator  
(Operator, Lead, Senior)  
(17 FTE)

Position TBD  
(1 FTE)

Procurement Specialist  
(1 FTE)

Maintenance Supervisor  
(2 FTE)

Maintenance Mechanic  
(I, II, Senior)  
(8 FTE)

Maintenance Mechanic - CCTV  
(I, II, Senior)  
(4 FTE)

E&I Technician  
(I, II, Senior)  
(5 FTE)

Utility Worker  
(2 FTE)

## ABOUT THE BUDGET

### BUDGET PROCESS

<b>January</b>	<ul style="list-style-type: none"> <li>• Preparation of personnel budget</li> <li>• Review of mid-year actuals</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Budget kickoff with Managers/Supervisors</li> <li>• Operating Budget meetings</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Major Maintenance and Capital Improvement Program meetings</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Draft Budget prepared and reviewed</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Final Budget presented to the Board of Directors and public</li> </ul>
<b>July 1<sup>st</sup></b>	<ul style="list-style-type: none"> <li>• Effective date of budget</li> </ul>
<b>July to June</b>	<ul style="list-style-type: none"> <li>• Budget monitoring through monthly budget reports</li> <li>• Budget reporting through quarterly reports to the Board</li> <li>• Budget amendments approved as needed</li> </ul>

### BASIS OF BUDGETING

The District’s budget is presented on a Cash basis method where revenues and expenses are projected based on when cash is received or disbursed. This differs from the Accrual basis of accounting used for the Annual Comprehensive Financial Report (ACFR), where revenues are recognized when services have been rendered or expenses have been incurred. Preparing the budget on a Cash basis presents a better estimate of reserve balances.

Significant differences between Cash basis and Accrual basis include:

<b>Transaction</b>	<b>Cash Basis (Budget)</b>	<b>Accrual Basis (ACFR)</b>
Principal Payments on Debt	Budgeted as an expense	Reduction of a Liability
Capital Expenditures	Budgeted as an expense	Increase of an Asset
Depreciation	Not budgeted	Expensed

## FINANCIAL OVERVIEW AND FUND STRUCTURE

The District maintains seven funds. The All Fund Budget Summary presents the total revenues and expenses of all funds combined as a consolidated reporting entity, which excludes interfund transfers. The Long-Term Financial Forecast schedules provide detail on the funds individually.

- The Wastewater Operations Fund is primarily funded from Sewer Service Charges and funds operating expenses, major maintenance, and Capital Improvement Program (CIP) projects.
- Related to the Operations Fund are the Collection System Repair and Rehabilitation (R&R) Reserve Funds for the cities of Fairfield and Suisun City. Each city's Collection System Reserve balance is held in a separate fund per the District's amended 1965 Agreement with the cities. The Collection System Reserves are funded from Sewer Service Charges.
- Sewer Capacity Charge Funds are funded from Sewer Capacity Charges assessed on new development. Sewer Capacity Charges are held in two separate funds. Sewer Capacity Charge revenue collected prior to July 1, 2022 is held in a fund restricted for growth-related expenditures in the District's services area. Sewer Capacity Charge revenue collected after July 1, 2022 is held in a separate fund restricted for growth or repair and rehabilitation projects identified in the Major Maintenance and CIP budget.
- The Drainage Maintenance Fund is primarily funded from a fee charged to each property in the service area to pay for expenses related to storm drain facilities.
- Related to the Drainage Maintenance Fund is the Solano Stormwater Alliance (Alliance) Fund. Per an Agreement between the District, Vallejo Flood and Wastewater District, and cities of Fairfield, Suisun City, and Vallejo, the funds related to the Alliance are required to be maintained in a separate fund. The District transfers funds from the Drainage Maintenance Fund to the Solano Stormwater Alliance Fund to cover Fairfield and Suisun City's share of the Alliance, while Vallejo Flood and Wastewater District and the City of Vallejo pay the District for their share of the Alliance. The Solano Stormwater Alliance funds programmatic regulatory compliance efforts to meet the requirements of a regional stormwater permit.

Figure 1 on the following page shows the relationship between the District's significant funds and their key revenues and expenses.

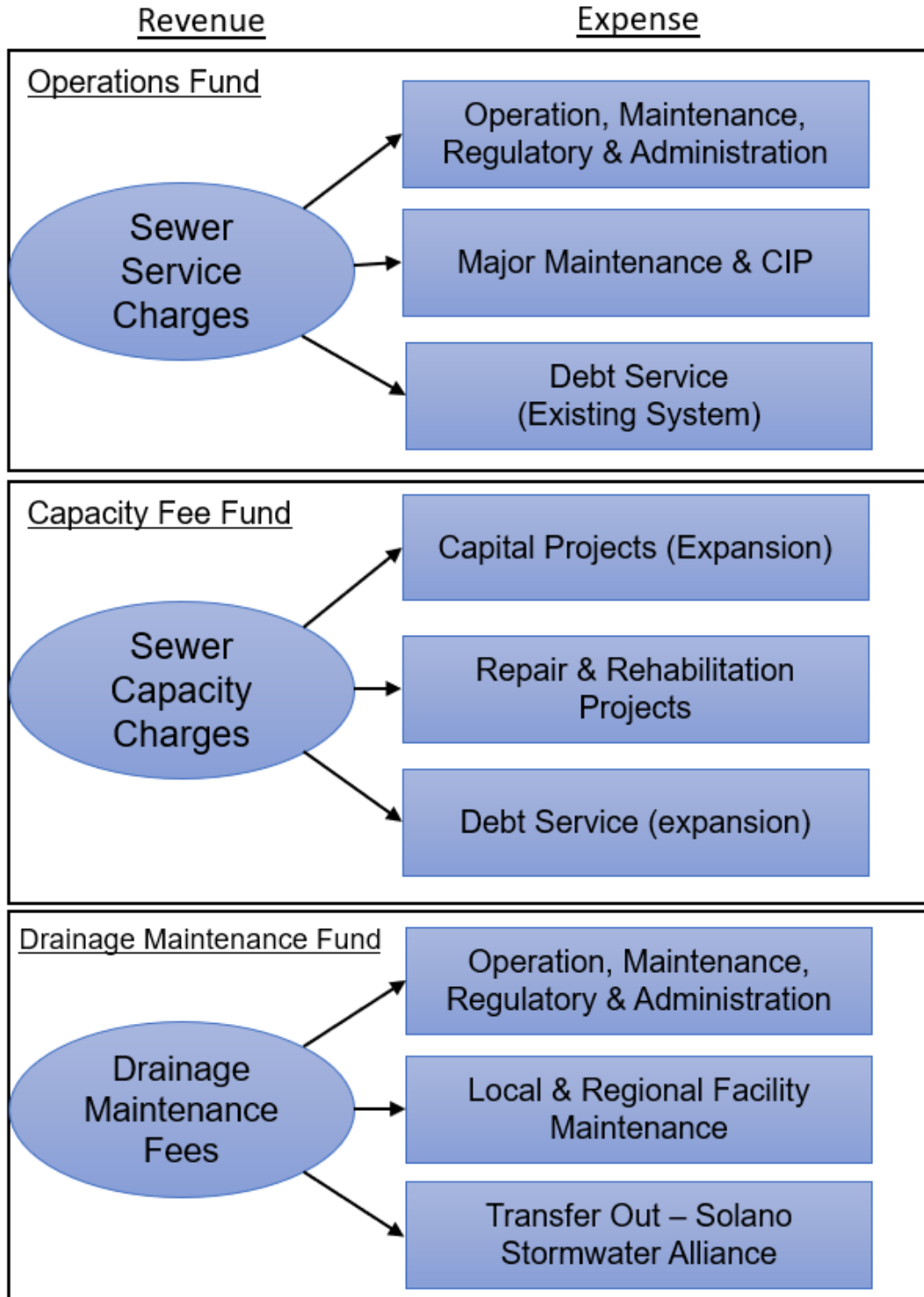
## COST ALLOCATION

District staff use timesheet allocations to direct charge their time to departments and programs. Engineering staff allocate time to individual CIP projects for cost tracking.

Between funds, 15 percent of Information Technology and Safety expenses are allocated from the Operations Fund to Sewer Capacity Charge Funds to show support for the staff

time charged to Sewer Capacity Charge programs. Other cost allocations are used between the Operations Fund and Sewer Capacity Charge Funds for cost-share on CIP projects.

**Figure 1**

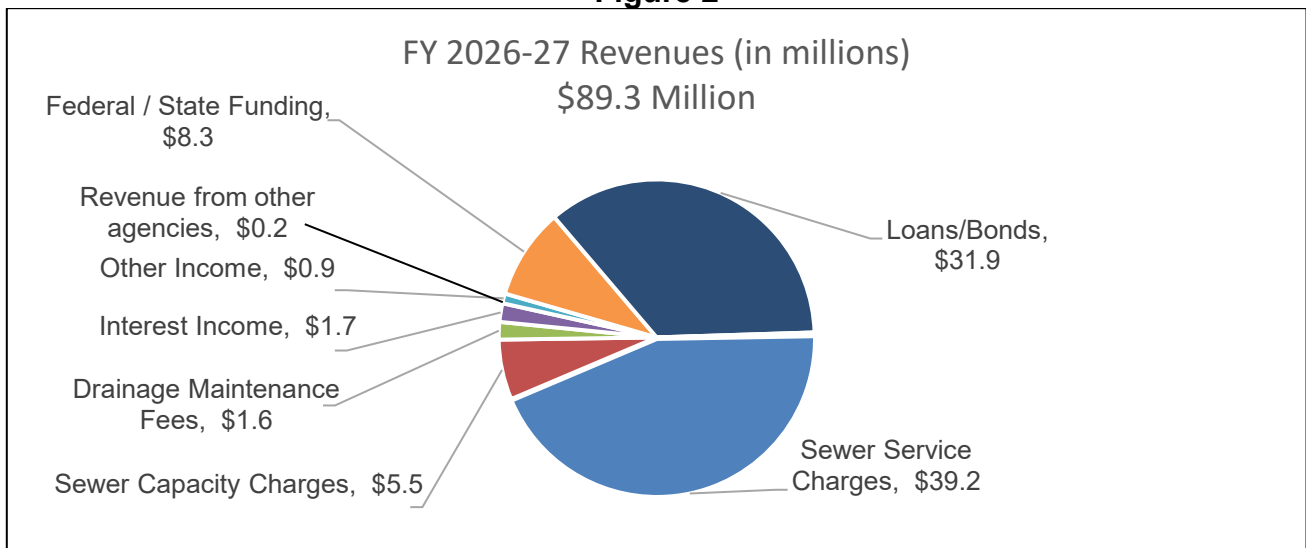


## BUDGET SUMMARY & ANALYSIS

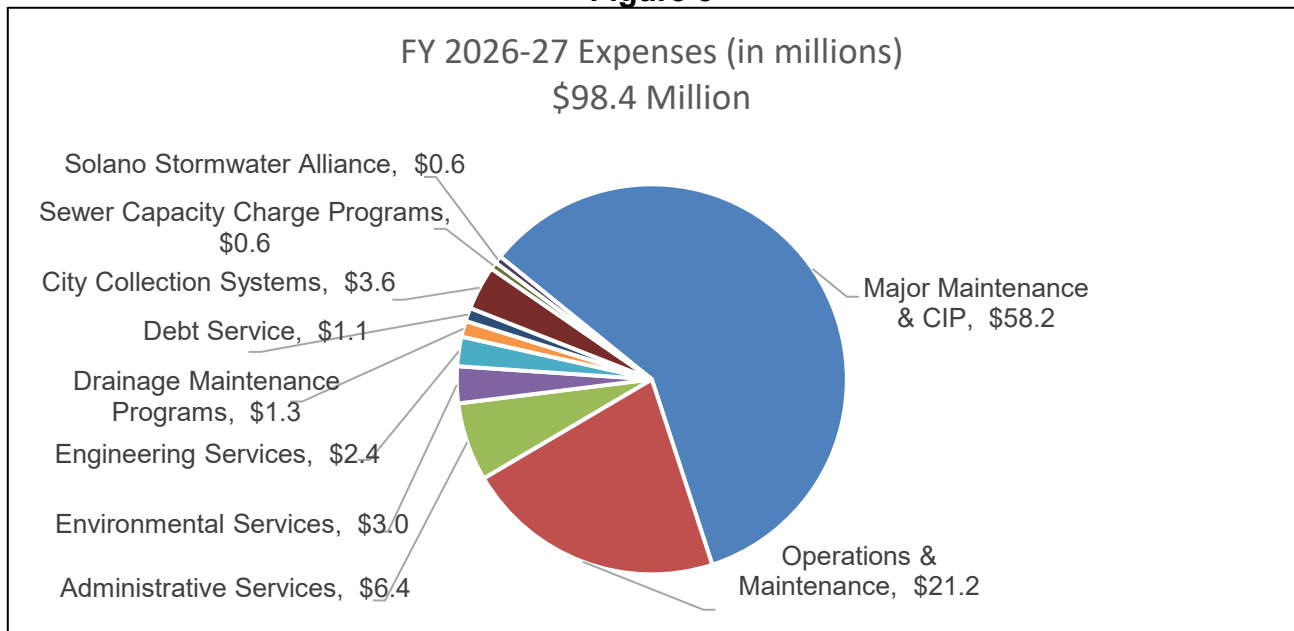
### PROPOSED FY 2026-27 BUDGET SUMMARY

Figures 2 and 3 provide a visual summary of FY 2026-27 Revenues and Expenses, followed by additional details on each of the components. There is no attempt to match expenses to revenues in any single year. Rather, the District relies on long-term financial planning where reserves are periodically built up to fund major projects in future years. This philosophy is instrumental in keeping customer rates from experiencing large swings year to year while still maintaining the system adequately. As part of the long-term financial planning, the District plans to draw down existing reserves over the next several fiscal years for increased capital spending. The variance between revenues of \$89.3 million in Figure 2 and expenses of \$98.4 million in Figure 3 indicates the drawdown of reserves.

**Figure 2**



**Figure 3**



**Revenues**

**Figure 4**

	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>
	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Sewer Service Charges	35,471	37,600	39,195
Sewer Capacity Charges	2,323	2,608	5,519
Drainage Maintenance Fees	1,641	1,609	1,610
Interest Income	2,409	1,788	1,745
Other Income	1,318	759	853
Federal / State Funding	1,375	6,003	8,282
Loans & Bonds	-	-	31,864
Revenue - Other Agencies (Alliance)	85	173	255
<b>Total Revenues</b>	<b>44,622</b>	<b>50,540</b>	<b>89,323</b>
<i>(In Thousands)</i>			

*Sewer Service Charges*

The District is primarily funded by Sewer Service Charges from residential, commercial, and industrial customers. The District presented the results of the 2025 Cost of Service and Rate Study (Rate Study) to the Board in November 2025, and completed a Proposition 218 Notice to hold a public hearing for rate adoption on April 27, 2026. At that meeting, the Board adopted a five-year rate schedule that established the rates through FY 2030-31.

In accordance with Sewer Service Charge rates adopted by the Board of Directors on April 27, 2026, the FY 2026-27 Budget reflects an increase in rates of 10 percent in total Sewer Service Charges. Residential customers will see an increase of \$3.29 per month in FY 2026-27 for the District to keep up with increased capital needs to reinvest in aging infrastructure. In addition to the rate increase, Sewer Service Charge revenue is projected to increase due to an estimated residential growth rate of 0.9 percent in FY 2026-27. Customer growth rates are estimated based on projected development provided from Fairfield and Suisun City as well as average utility accounts billed by the cities each month.

*Sewer Capacity Charges*

Sewer Capacity Charges are one-time fees charged to new connections or to existing connections where a change in use will result in increased discharge to the treatment plant facilities. Sewer Capacity Charges are designed to help recover the costs of infrastructure and assets benefiting new development. Per Resolution 2026-08, Sewer Capacity Charges will be adjusted from \$7,056 to \$8,030 per equivalent dwelling unit on July 1, 2026, and will

increase each subsequent July 1 based on the change in the Engineering News Records Construction Cost Index (ENR-CCI) for April.

Sewer Capacity Charge revenue is budgeted at \$5.5 million in FY 2026-27. Based on the cities' development forecasts, approximately 555 residential units and 107 commercial equivalent dwelling units are estimated to connect to the sewer system in FY 2026-27.

### *Drainage Maintenance Fees*

On March 1, 1988, the District entered a "Drainage Maintenance Agreement" with Fairfield and Suisun City. This agreement provided a mechanism for funding the maintenance of the "Fairfield Streams" federal flood control project which serves both cities as well as local storm drainage facilities. Although the District does not own any storm drainage facilities, it is authorized by statute to provide storm drainage services. The District created a storm drainage maintenance enterprise fund and established fees for users of the system which are collected on the Solano County tax roll each year. Revenues are shared by the cities and the District for drainage maintenance activities.

Since 1996, annual rates have remained unchanged at \$20.23 per residence. Annual drainage maintenance revenue is expected to remain flat in FY 2026-27 and is budgeted at \$1.6 million. Drainage maintenance fees cannot be increased without approval by property owners through a ballot measure.

The current revenue received from drainage maintenance fees is not adequate to fund significant capital investment in the storm drainage systems, and the cities cannot adequately fund all annual operation and maintenance activities. The District, in partnership with the cities, will embark on a Drainage Maintenance Master Plan in FY 2026-27 to explore options to remedy this deficit.

### *Interest Income*

Available cash is invested with the Local Agency Investment Fund (LAIF) and California Asset Management Program (CAMP). LAIF is an investment pool created by statute as a voluntary investment alternative for local governments and special districts. CAMP is a California Joint Powers Authority, providing professional investment services to California public agencies. Both LAIF and CAMP are permitted investments for local agencies under California Government Code Section 53601.

Interest income is budgeted at \$1.7 million for FY 2026-27, a \$43,000 decrease compared to the projected actual for FY 2025-26. The decrease is primarily due to decreases in the federal funds target rate. During FY 2025-26, the federal funds target rate decreased from 4.25 to 4.50 percent to 3.50 to 3.75 percent as of December 10, 2025. The District was already using a conservative interest earnings rate for the FY 2025-26 Budget, so the FY 2025-26 projected actual is relatively close to the FY 2026-27 Budget. The District continues to review investment balances between CAMP and LAIF while maintaining the top investment priorities of safety, followed by liquidity and then yield, regardless of economic uncertainty.

### *Federal / State Funding*

The District pursues outside funding when available. Federal and State Funding is budgeted at \$8.3 million for FY 2026-27. The District was awarded \$8.6 million from the State of California for the Kellogg Resiliency Project, and an agreement was signed in November 2023 to receive the funding on a reimbursement basis through the California State Water Board. Staff is projecting to draw down \$5.8 million of available funding for the Kellogg Resiliency Project in FY 2026-27, including \$1.0 million for the related School Street Reconstruction Project, and the remaining \$2.0 million in FY 2027-28.

The District also received an EPA WQIF grant totaling \$4.0 million, which will provide the District \$2.0 million to offset costs for the Nitrogen Removal Phase 1 Project and \$2.0 million to subaward for supporting nature-based climate resiliency work across the Bay Area. The District is estimating Federal revenue of \$2.2 million FY 2025-26 for these two projects.

On April 28, 2025 the District was awarded a \$1.39 million grant from the Ocean Protection Council for the Solano Bayshore Resiliency Project. The District is projecting to spend \$1.3 million by October 2027.

### *Other Income and Revenue from Other Agencies*

The District receives a combination of miscellaneous and/or nonrecurring revenues such as cell tower and other property leases, as well as insurance dividends. Other income includes revenue related to the District's share in Lystek biosolids processing, which offsets the District's biosolids processing costs. Revenue from Other Agencies represents the contributions from the City of Vallejo and Vallejo Flood and Wastewater District for the Solano Stormwater Alliance.

### **Expenses**

Operating expenses set the Operating Reserve target, which is the minimum funding set aside per the District's reserve policy. Increases in the operating expenses and the Operating Reserve target can impact funding available for Major Maintenance and CIP.

Figure 6 compares the 2022 Rate Study assumptions for key expense increases with actual, projected, and budgeted costs for FY 2022-23 Actual, FY 2023-24 Actual, FY 2024-25 Actual and the FY 2025-26 Projected Actual. Overall, higher than anticipated increases in electricity, chemicals, and insurance have resulted in operating expenses averaging \$1.7 million more per year, and \$6.7 million more in total, than originally assumed in the 2022 Rate Study.

The District aims to proactively manage rising operating expenses. Electricity expenses are higher than anticipated due to the ongoing Bioenergy Generation Project, but once the new cogeneration engine is connected, staff anticipate savings of approximately \$1.0 million total by the end of FY 2027-28. Chemical expenses decreased in FY 2023-24, due to the Lystek Direct Digestate Dilution Project, which allowed Lystek to utilize a portion of the District's biosolids without dewatering (polymer is used for dewatering) thereby reducing polymer use. However, in response to changing regulations the District has budgeted an additional \$50,000 per year for a new chemical, urea, which will be used to control nitrogen oxide emissions (a byproduct of combustion) for the cogeneration engine being installed as part of the Bioenergy Generation Project.

**Figure 6**

	2022 Rate Study Assumption	FY 2022-23 % Increase	FY 2023-24 % Increase	FY 2024-25 % Increase	FY 2025-26 % Increase
Electricity	4%	36%	13%	-4%	8%
Chemicals	4%	11%	-12%	-13%	66%
Insurance	3%	35%	12%	12%	9%
Cost Impact to FSSD:		\$1,055,833	\$1,689,192	\$1,461,450	\$2,098,912

*Cost Impact to FSSD represents the additional expense above what the Rate Study assumed for the same fiscal year*

The District conducted a public hearing on April 27, 2026, during which it adopted updated sewer service charges based on the 2025 Rate Study. This study incorporates comprehensive long-term financial planning and forecasting, recalibrating cost assumptions through a thorough reassessment of the District’s full cost of service. As illustrated in Figure 6, key cost drivers, such as electricity, chemicals, and insurance, can vary significantly over time. The 2025 Rate Study establishes a new baseline by aligning these cost factors with current estimates and actual data. For example, while electricity costs have deviated from projections in the 2022 Rate Study, the 2025 Rate Study resets these assumptions to reflect present conditions and incorporates them into the updated rate structure. Through this long-term planning approach, the District will continue to monitor, evaluate, and manage costs over the next five-year cycle, with the objective of minimizing annual fluctuations in Sewer Service Charges for customers.

All budgeted expenses are grouped into several categories presented in Figure 7 below:

**Figure 7**

	FY 2024-25 Actual	FY 2025-26 Projected	FY 2026-27 Budget
Operations & Maintenance	\$ 18,929	\$ 19,975	\$ 21,238
Administrative Services	5,426	7,697	6,378
Environmental Services	2,340	2,801	3,051
Engineering Services	1,729	1,959	2,454
Sewer Capacity Charge Programs	540	518	632
Drainage Maintenance Programs	1,211	1,449	1,273
Solano Stormwater Alliance	290	435	579
Debt Service	1,070	1,070	1,070
Major Maintenance & CIP	8,645	17,332	58,186
City of Fairfield Collection System	4,490	300	3,560
City of Suisun City Collection System	1,270	365	-
<b>Total Expenses</b>	<b>\$ 45,940</b>	<b>\$ 53,901</b>	<b>\$ 98,421</b>

*(In Thousands)*

Key changes in significant operating expenses are as follows:

- Operations and Maintenance (O&M) expenses include treatment plant O&M, energy and chemicals, District sewer line maintenance, and City sewer line maintenance. Total O&M expenses are budgeted at \$21.2 million for FY 2026-27, a increase of \$1.2 million compared to the FY 2025-26 projected actual.
  - Approximately 63 percent of District staff allocate time to O&M, which means the variance between the FY 2025-26 projected actuals and FY 2026-27 budget is impacted by staff time allocations, vacancies that can occur throughout the year, and increasing costs of salaries and benefits. In FY 2026-27 O&M makes up 58 percent of the District's salaries and benefits.
  - Included in O&M expenses, City sewer line maintenance is budgeted at \$3.5 million for FY 2026-27, an increase of \$0.2 million compared to the projected actual of \$3.3 million for FY 2025-26. The 1965 Agreement between the District and cities of Fairfield and Suisun City provides a funding mechanism for local sewer maintenance. Local sewer maintenance funding is tied to CPI and length in feet of sewers and is projected to increase 3.0 percent in FY 2026-27. Approximately \$0.2 million in District staff time is allocated for Closed Circuit Television (CCTV) assistance with Suisun City sewer lines.
  - Included in O&M expenses, Energy and Chemicals are expected to decrease \$0.4 million in FY 2026-27. The District has seen significant increases in electricity over the last few fiscal years, primarily due to a cogeneration engine and wind turbines being out of service during the Bioenergy Generation Project, and a delay in a PG&E interconnect agreement. With the Bioenergy Generation Project anticipated to be completed in FY 2026-27, the District expects a reduction in electricity usage and associated costs, resulting in estimated savings of \$0.5 million. However, electricity rates are still projected to rise by approximately 5 percent, yielding a net decrease of \$0.3 million. Also contributing to the overall reduction are projected decreases in chemicals polymer and hypochlorite for FY 2026-27. Partially offsetting some of these savings, the District will introduce a new chemical, urea, in FY 2026-27 as part of the Bioenergy Generation Project. This addition is necessary to reduce nitrogen oxide emissions (a byproduct of combustion) from the new cogeneration engine and to ensure compliance with updated air permit requirements issued by the Bay Area Air District.
- Administrative Services expenses include costs related to finance, human resources, utility billing, insurance, legal expenses, and Board members fees. Administrative Services expenses are budgeted at \$6.4 million for FY 2026-27, a decrease of \$1.3 million compared to the projected actual for FY 2025-26. The primary factor of the decrease was a one-time \$2.0 million contribution to the California Employers Pension Prefunding Trust (CEPPT 115 Trust) in FY 2025-26. Excluding this payment, costs increased by \$0.4 million for health insurance premiums, and \$0.1 million for insurance premiums.
- Environmental Services expenses include regulatory costs related to the District's NPDES permit, pretreatment program, laboratory, and community outreach

programs. Environmental Services expenses are budgeted at \$3.1 million in FY 2026-27, an increase of \$0.3 million compared to the projected actual for FY 2025-26. The increase is primarily due to increases in salaries and benefits.

### *Operating Expenses – Salaries and Benefits*

Salaries and benefits are allocated across the programs in Figure 7 based on employee functions and represent the largest component of the operating budget. By resolution, salaries are adjusted each July between 2 and 6 percent based on April CPI. Salary expenses are anticipated to increase by 3 percent based on the anticipated April 2026 CPI. Other increases are built into salary costs to account for merit adjustments and promotions throughout the fiscal year.

The District continues to face rising healthcare costs. Healthcare premiums for the Kaiser family plan increased 5 percent in 2026 and are anticipated to increase at least 6 percent in 2027. Increases in healthcare impacts District costs for active employees and retirees. To manage retiree healthcare costs, the District maintains an Other Post Employment Benefit (OPEB) trust through CalPERS and contributes at least the Actuarially Determined Contribution (ADC) each fiscal year. The FY 2026-27 budget includes an ADC of \$250,000.

The District continues to monitor and proactively address pension liabilities. CalPERS actuarial reports set the required payroll and unfunded accrued liability (UAL) payments for the fiscal year after the reports are received by public agencies. For example, the FY 2026-27 contributions are based on CalPERS June 30, 2023 actuarial report received in September 2024.

The District has used one-time salary and benefit savings in prior years to address CalPERS pension liabilities. CalPERS reported a -6.1 percent investment loss for the year ending June 30, 2022, resulting in a \$5.7 UAL to be repaid over 20 years. A 5.8 percent return, which is 1.0 percent lower than CalPERS expected rate of return of 6.8 percent, for the year ending June 30, 2023 added another \$1.1 million UAL, also amortized over 20 years.

To address these liabilities, the District made the following one-time contributions:

- FY 2023-24: \$1.5 million additional discretionary payment to pay down June 30, 2022 UAL.
- FY 2025-26: \$2.0 million contribution to fund a California Employers Pension Prefunding Trust (CEPPT 115 Trust).

The CEPPT Trust provides flexibility to offset future CalPERS costs including normal contributions through payroll and UAL payments. Due to CalPERS investment returns of 9.8 percent (June 30, 2024) and 11.6 percent (June 30, 2025), the District chose to fund the CEPPT 115 Trust in FY 2025-26 using prior year salary and benefit savings. Because of the lag in actuarial reporting, the District will recognize the CalPERS gains in FY 2026-27 and FY 2027-28.

Because CalPERS losses can create new liabilities each year that function as a debt, CalPERS liabilities require active management by District staff to keep costs to a prudent and manageable level.

*Major Maintenance and Capital Improvement Program*

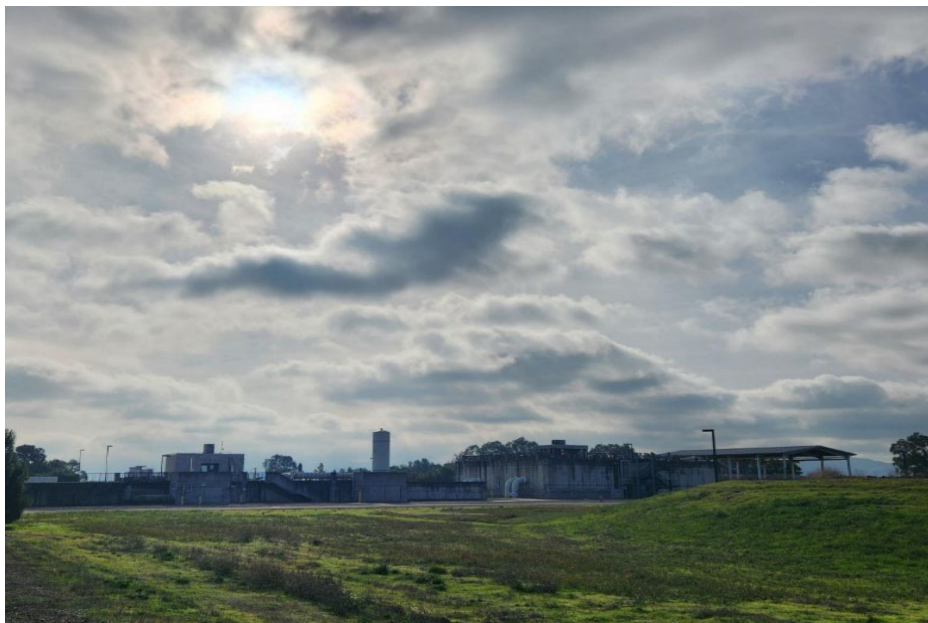
Major Maintenance and CIP expenses are budgeted at \$58.2 million in FY 2026-27 and include both routine maintenance as well as major repairs, upgrades, and replacements. The increase in the FY 2026-27 Major Maintenance and CIP budget compared to the FY 2024-25 actual and FY 2025-26 projected actual is the result of a planned drawdown of reserves to reinvest in aging infrastructure. Major Maintenance and CIP projects are often large in scope and multi-year in nature, and budgetary estimates cross fiscal years as projects are started during the fiscal year.

*City Collection System Reserves*

On April 28, 2022, the Board adopted the Seventh Amendment to the 1965 Agreement with the cities of Fairfield and Suisun City, which provided additional funding based on the results of the Collection System Asset Master Plan. Each July 1, the District funds Collection System Reserves for the cities through transfers of \$1.83 million to the City of Fairfield Collection System Reserve and \$1.77 million to the City of Suisun City Collection System Reserve. By August 1, the District will appropriate budgeted amounts requested by the cities into each City’s collection system enterprise fund. Unused reserves will be held by the District and accrue interest until “trued up” for the next fiscal year. For FY 2026-27, the cities of Fairfield and Suisun City have requested appropriations of \$3.6 million and \$0 respectively.

*Debt Service*

Debt Service expenses are budgeted at \$1.1 million in FY 2026-27. The remaining outstanding debt service includes two SRF Loans for the Ultraviolet Disinfection Project and Blower Replacement Project. The debt service for the SRF Loan for the Blower Project is split between the Operations Fund and Sewer Capacity Charge Fund at 75 percent and 25 percent, respectively.



*Fairfield Suisun Sewer District*

## BUDGET AND LONG-TERM FINANCIAL PLAN SCHEDULES

### FY 2026-27 All Fund Budget Summary Excludes Interfund Transfers (Dollars in 000s)

REVENUES	FY 2024-25 Actual	FY 2025-26 Revised Budget	FY 2025-26 Proj. Actual	FY 2026-27 Budget
Sewer Service Charges	\$35,471	\$37,211	\$37,600	\$39,195
Sewer Capacity Charges	2,323	3,565	2,608	5,519
Drainage Maintenance Fees	1,641	1,634	1,609	1,610
Interest Income	2,409	1,745	1,788	1,745
Other Income	1,318	838	759	853
Federal & State Grants	1,375	12,739	6,003	8,282
Loans & Bonds	-	1,650	-	31,864
Revenue from Other Agencies (Alliance)	85	182	173	255
<b>Total Revenues</b>	<b>44,622</b>	<b>59,563</b>	<b>50,540</b>	<b>89,323</b>
<b>OPERATING EXPENSES</b>				
Operations Fund				
Operations & Maintenance	(18,929)	(21,626)	(19,975)	(21,238)
Administrative Services	(5,426)	(7,723)	(7,697)	(6,378)
Environmental Services	(2,340)	(2,871)	(2,801)	(3,051)
Engineering Services	(1,729)	(2,358)	(1,959)	(2,454)
Sewer Capacity Charge Funds				
Project Administration / Planning	(179)	(265)	(293)	(306)
New Development Review & Inspection	(360)	(351)	(225)	(326)
Drainage Maintenance				
Local Facility Maintenance	(959)	(959)	(959)	(959)
Regional Facility Maintenance	(232)	(283)	(473)	(297)
Drainage Maintenance Administration	(20)	(18)	(17)	(17)
Solano Stormwater Alliance				
Solano Stormwater Alliance	(290)	(481)	(435)	(579)
<b>Total Operating Expenses</b>	<b>(30,464)</b>	<b>(36,935)</b>	<b>(34,835)</b>	<b>(35,605)</b>
<b>DEBT SERVICE &amp; CAPITAL REQUIREMENTS</b>				
Debt Service	(1,070)	(1,070)	(1,070)	(1,070)
Major Maintenance & Capital Improvement Program				
Operations Fund	(7,448)	(30,399)	(12,317)	(49,636)
Sewer Capacity Charge Funds	(159)	(3,300)	(3,012)	(1,900)
Drainage Maintenance	(1,038)	(7,122)	(3,433)	(6,650)
City Collection System Reserve Appropriations				
City of Fairfield	(4,490)	(300)	(300)	(3,560)
City of Suisun City	(1,270)	(365)	(365)	-
<b>Total Debt Service &amp; Capital Requirements</b>	<b>(15,475)</b>	<b>(42,556)</b>	<b>(20,497)</b>	<b>(62,816)</b>
<b>Net Increase (Decrease) in Total Reserves</b>	<b>(\$1,317)</b>	<b>(\$19,928)</b>	<b>(\$4,792)</b>	<b>(\$9,098)</b>

**FY 2026-27 Change in Reserves**  
*(Dollars in 000s)*

	Beginning Balance	Revenues / Transfers In	Expenses / Transfers Out	Ending Balance	Net Change
Operations Fund Reserves					
Operating	\$7,984	\$40,976	(\$40,680)	\$8,280	\$296
Debt Service	1,070	-	-	1,070	-
Major Maintenance & Capital Improvement Program	20,474	38,647	(49,636)	9,484	(10,989)
Total Operations Fund	29,528	79,623	(90,316)	18,835	(10,693)
Sewer Capacity Charge Fund Reserves	18,453	6,059	(3,943)	20,568	2,116
Drainage Maintenance Fund Reserves					
Operating	500	1,713	(1,713)	500	-
Desilting	546	30	-	576	30
Major Maintenance	2,364	5,886	(6,650)	1,600	(764)
Total Drainage Maintenance Fund	3,410	7,629	(8,363)	2,676	(734)
Solano Stormwater Alliance Fund Reserve	341	589	(579)	350	10
City Collection System Reserve Funds					
City of Fairfield Collection System R&R	1,920	1,834	(3,560)	194	(1,726)
City of Suisun City R&R	3,719	1,930	-	5,649	1,930
Total City Collection System Reserve Funds	5,639	3,764	(3,560)	5,843	204
Total Increase (Decrease) in Reserves	\$57,370	\$97,663	(\$106,761)	\$48,272	(\$9,098)

**Schedule 1 – Wastewater Operations Fund – Operating Expense Forecast**

*(Dollars in 000s)*

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Forecast Assumption
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>REVENUES</b>													
Sewer Service Charges	\$35,471	\$37,600	\$39,195	\$43,506	\$48,292	\$52,156	\$55,285	\$57,330	\$59,434	\$61,598	\$63,815	\$66,094	Rate / Growth
Interest Income - F1	1,354	987	938	659	428	376	493	496	615	524	568	640	Interest
Biosolids Host & Facility Charge	772	520	657	676	696	717	739	761	784	808	832	857	CPI
Other Income	518	240	186	192	198	204	210	216	222	229	236	243	CPI
<b>Total Revenues</b>	<b>38,114</b>	<b>39,346</b>	<b>40,976</b>	<b>45,034</b>	<b>49,614</b>	<b>53,452</b>	<b>56,726</b>	<b>58,803</b>	<b>61,056</b>	<b>63,159</b>	<b>65,451</b>	<b>67,834</b>	
<b>EXPENSES</b>													
Operations & Maintenance													
Operations & Maintenance	(11,369)	(12,032)	(13,467)	(13,871)	(14,287)	(14,716)	(15,158)	(15,612)	(16,081)	(16,563)	(17,060)	(17,572)	CPI
Energy & Chemicals	(3,613)	(4,165)	(3,804)	(3,494)	(3,669)	(3,853)	(4,045)	(4,247)	(4,460)	(4,683)	(4,917)	(5,163)	E & C
District Sewer Line Maintenance	(424)	(450)	(481)	(495)	(510)	(525)	(541)	(557)	(574)	(591)	(609)	(627)	CPI
City Sewer Line Maintenance	(3,523)	(3,328)	(3,486)	(3,591)	(3,699)	(3,810)	(3,924)	(4,042)	(4,163)	(4,288)	(4,416)	(4,549)	CPI
Administrative Services													
Administration, Legal, Board	(3,227)	(5,458)	(3,971)	(4,090)	(4,213)	(4,339)	(4,469)	(4,603)	(4,742)	(4,884)	(5,030)	(5,181)	CPI
Finance & Human Resources	(1,399)	(1,427)	(1,570)	(1,617)	(1,666)	(1,716)	(1,767)	(1,820)	(1,875)	(1,931)	(1,989)	(2,049)	CPI
Utility Billing Fees - Fairfield	(631)	(642)	(661)	(681)	(702)	(723)	(744)	(767)	(790)	(813)	(838)	(863)	CPI
Utility Billing Fees - Suisun City	(168)	(170)	(176)	(181)	(186)	(192)	(198)	(203)	(210)	(216)	(222)	(229)	CPI
Environmental Services													
Regulatory Programs	(1,327)	(1,698)	(1,837)	(1,892)	(1,949)	(2,008)	(2,068)	(2,130)	(2,194)	(2,260)	(2,327)	(2,397)	CPI
Laboratory	(1,012)	(1,104)	(1,213)	(1,250)	(1,287)	(1,326)	(1,366)	(1,407)	(1,449)	(1,492)	(1,537)	(1,583)	CPI
Engineering Services													
Engineering	(1,729)	(1,959)	(2,454)	(2,527)	(2,603)	(2,681)	(2,761)	(2,844)	(2,930)	(3,018)	(3,108)	(3,201)	CPI
<b>Total Expenses</b>	<b>(28,423)</b>	<b>(32,432)</b>	<b>(33,120)</b>	<b>(33,690)</b>	<b>(34,771)</b>	<b>(35,887)</b>	<b>(37,041)</b>	<b>(38,233)</b>	<b>(39,465)</b>	<b>(40,738)</b>	<b>(42,054)</b>	<b>(43,414)</b>	
<b>Net Revenue before Debt &amp; Transfers</b>	<b>9,691</b>	<b>6,913</b>	<b>7,856</b>	<b>11,343</b>	<b>14,843</b>	<b>17,565</b>	<b>19,685</b>	<b>20,570</b>	<b>21,591</b>	<b>22,421</b>	<b>23,397</b>	<b>24,420</b>	
<b>DEBT SERVICE AND TRANSFERS OUT</b>													
Debt Service Payments - SRF	(987)	(987)	(987)	(987)	(987)	(987)	(987)	(987)	(250)	(250)	(250)	(250)	Debt Schedule
Debt Service Payments - Loans / Bonds	-	-	-	(1,500)	(1,500)	(2,500)	(4,600)	(4,600)	(4,600)	(4,600)	(4,600)	(4,600)	Estimate
<b>Net Increase (Decrease) in Net Position</b>	<b>8,704</b>	<b>5,927</b>	<b>6,869</b>	<b>8,857</b>	<b>12,356</b>	<b>14,078</b>	<b>14,099</b>	<b>14,984</b>	<b>16,741</b>	<b>17,571</b>	<b>18,547</b>	<b>19,570</b>	
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer-Fairfield Collection System Reserve	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	Master Plan
Transfer-Suisun City Collection System Reserve	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	Master Plan
Transfer to Debt Service Reserve	-	-	-	(1,500)	-	(1,000)	(2,100)	-	737	-	-	-	
Transfer to Operating Reserve	(758)	(568)	(296)	(142)	(270)	(279)	(288)	(298)	(308)	(318)	(329)	(340)	
Transfer to Major Maintenance & CIP Reserve	(4,346)	(1,759)	(2,973)	(3,614)	(8,486)	(9,199)	(8,110)	(11,086)	(13,570)	(13,653)	(14,618)	(15,630)	
<b>Excess Net Position</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Operations Fund - Operating &amp; Debt Service Reserves</b>													
<i>Target Operating Reserve</i>	7,416	7,984	8,280	8,423	8,693	8,972	9,260	9,558	9,866	10,185	10,513	10,853	
Budgeted Operating Reserve, Beginning	6,658	7,416	7,984	8,280	8,423	8,693	8,972	9,260	9,558	9,866	10,185	10,513	
Transfer to/(from) Operating Reserve	758	568	296	142	270	279	288	298	308	318	329	340	
Budgeted Operating Reserve, Ending	7,416	7,984	8,280	8,423	8,693	8,972	9,260	9,558	9,866	10,185	10,513	10,853	
<i>Operating reserve Target Met?</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
<i>Target Debt Service Reserve</i>	1,070	1,070	1,070	2,570	2,570	3,570	5,670	5,670	4,933	4,933	4,933	4,933	
Debt Service Reserve, Beginning	1,070	1,070	1,070	1,070	2,570	2,570	3,570	5,670	5,670	4,933	4,933	4,933	
Transfer to/(from) Debt Service Reserve	-	-	-	1,500	-	1,000	2,100	-	(737)	-	-	-	
Debt Service Reserve, Ending	\$1,070	\$1,070	\$1,070	\$2,570	\$2,570	\$3,570	\$5,670	\$5,670	\$4,933	\$4,933	\$4,933	\$4,933	

**Schedule 2 – Wastewater Operations Fund - Major Maintenance & Capital Improvement Program Forecast**  
(Dollars in 000s)

	FY 2024-25 Actual	FY 2025-26 Rev. Budget	FY 2025-26 Projected	FY 2026-27 Budget	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast	FY 2030-31 Forecast	FY 2031-32 Forecast	FY 2032-33 Forecast	FY 2033-34 Forecast	FY 2034-35 Forecast	FY 2035-36 Forecast	FORECAST TOTAL
<b>FUNDING SOURCES</b>														
Federal & State Grants	\$337	\$5,978	\$2,591	\$2,482	\$895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,377
Loans & Bonds	-	1,650	-	31,864	23,000	3,550	11,225	-	-	-	-	-	-	69,639
Inflation Reduction Act Credits for Bioenergy Generation Project	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In - Sewer Capacity Charges Cost Share	437	1,625	1,187	1,328	383	-	-	-	-	-	-	-	-	1,710
Transfers In - Sewer Capacity Charges Repair & Rehab Projects	-	-	-	-	6,400	4,000	-	-	-	-	-	-	-	10,400
Use of Reserves	6,674	21,146	8,539	13,962	11,863	8,446	6,588	10,390	7,408	16,173	12,530	12,530	15,421	115,311
<b>Total Financing Sources</b>	<b>7,448</b>	<b>30,399</b>	<b>12,317</b>	<b>49,636</b>	<b>42,541</b>	<b>15,996</b>	<b>17,813</b>	<b>10,390</b>	<b>7,408</b>	<b>16,173</b>	<b>12,530</b>	<b>12,530</b>	<b>15,421</b>	<b>200,438</b>
<b>MAJOR MAINTENANCE &amp; CAPITAL IMPROVEMENT PROGRAM</b>														
Cash Funded	(4,685)	(30,399)	(8,791)	(17,154)	(18,646)	(12,446)	(6,588)	(10,390)	(7,408)	(16,173)	(12,530)	(12,530)	(15,421)	(129,285)
Debt Funded	(1,063)	-	(801)	(30,000)	(23,000)	(3,550)	(11,225)	-	-	-	-	-	-	(67,775)
Grant Funded	(145)	-	(2,591)	(2,482)	(895)	-	-	-	-	-	-	-	-	(3,377)
Projects not in Easy CIP*	(1,554)	-	(135)	-	-	-	-	-	-	-	-	-	-	-
<b>Total Major Maintenance &amp; Capital Improvement Program</b>	<b>(7,448)</b>	<b>(30,399)</b>	<b>(12,317)</b>	<b>(49,636)</b>	<b>(42,541)</b>	<b>(15,996)</b>	<b>(17,813)</b>	<b>(10,390)</b>	<b>(7,408)</b>	<b>(16,173)</b>	<b>(12,530)</b>	<b>(12,530)</b>	<b>(15,421)</b>	<b>(200,438)</b>
<b>Operations Fund - Major Maintenance &amp; CIP Reserve</b>														
Major Maintenance & CIP Reserve, Beginning	29,583		27,255	20,474	9,484	1,235	1,275	3,886	1,606	5,284	2,682	3,805	5,893	
Transfer from Operations Fund to Reserve	4,346		1,759	2,973	3,614	8,486	9,199	8,110	11,086	13,570	13,653	14,618	15,630	
Use of Reserves	(6,674)		(8,539)	(13,962)	(11,863)	(8,446)	(6,588)	(10,390)	(7,408)	(16,173)	(12,530)	(12,530)	(15,421)	
Subtotal	27,255		20,474	9,484	1,235	1,275	3,886	1,606	5,284	2,682	3,805	5,893	6,102	
Sewer Capacity Charges Reserves	20,059		18,453	20,568	18,783	21,767	22,419	16,913	8,192	3,685	3,843	4,836	4,415	
Major Maintenance & CIP Reserve, Ending	\$47,314		\$38,926	\$30,053	\$20,018	\$23,042	\$26,305	\$18,520	\$13,476	\$6,367	\$7,648	\$10,729	\$10,517	
<i>Target Major Maintenance &amp; CIP Reserve</i>	\$21,165		\$16,361	\$17,393	\$17,463	\$16,308	\$15,689	\$16,680	\$16,609	\$16,375	\$14,547	\$15,096	\$17,541	
<i>Major Maint. &amp; CIP Reserve Target Met?</i>	Yes		Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	

\*The District is in the process of implementing a Capital Improvement Program collaboration tool called Easy CIP. Projects not in EasyCIP represents projects that were or will be completed before FY 2026-27 Budget year, and were therefore not added to the tool.

**Schedule 3 – Sewer Capacity Charge Fund - Operating Expense Forecast**  
*(Dollars in 000s)*

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Forecast Assumption
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>REVENUES</b>													
Sewer Capacity Charges - City of Fairfield	\$2,065	\$2,407	\$5,398	\$7,483	\$7,047	\$1,748	\$1,988	\$1,583	\$1,630	\$1,679	\$1,729	\$2,305	EDU
Sewer Capacity Charges - City of Suisun City	258	201	120	124	128	132	136	140	144	148	153	157	EDU
Interest Income - F2 / F3	783	586	530	720	657	653	673	507	246	111	115	145	Interest
Miscellaneous Income	29	-	10	-	-	-	-	-	-	-	-	-	
Total Revenues	3,135	3,194	6,059	8,327	7,832	2,533	2,797	2,230	2,020	1,938	1,997	2,607	
<b>EXPENSES</b>													
Project Administration / Planning	(179)	(293)	(306)	(316)	(325)	(335)	(345)	(355)	(366)	(377)	(388)	(400)	CPI
New Development Review & Inspection	(360)	(225)	(326)	(336)	(346)	(356)	(367)	(378)	(389)	(401)	(413)	(425)	CPI
Total Expenses	(540)	(518)	(632)	(651)	(671)	(691)	(712)	(733)	(755)	(778)	(801)	(825)	
Net Revenue before Debt & Transfers	2,595	2,676	5,427	7,676	7,162	1,842	2,085	1,497	1,265	1,160	1,196	1,782	
<b>DEBT SERVICE AND TRANSFERS OUT</b>													
Debt Service Payments - SRF F2	(83)	(83)	(83)	(83)	(83)	(83)	(83)	(83)	(83)	(83)	(83)	(83)	Schedule
Net Increase (Decrease) in Net Position	2,512	2,592	5,343	7,592	7,078	1,759	2,002	1,414	1,182	1,077	1,113	1,699	
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer-Sewer Capacity Charge Reserves	(2,512)	(2,592)	(5,343)	(7,592)	(7,078)	(1,759)	(2,002)	(1,414)	(1,182)	(1,077)	(1,113)	(1,699)	
Excess Net Position	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

**Schedule 4 – Sewer Capacity Charge Fund - Capital Improvement Program Forecast**  
(Dollars in 000s)

Sewer Capacity Charge Funded %	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	FORECAST
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	TOTAL
<b>FINANCING SOURCES</b>													
Use of Reserves	\$596	\$4,199	\$3,228	\$9,378	\$4,095	\$1,107	\$7,507	\$10,135	\$5,689	\$919	\$120	\$2,120	\$44,297
Total Financing Sources	596	4,199	3,228	9,378	4,095	1,107	7,507	10,135	5,689	919	120	2,120	44,297
<b>CAPITAL IMPROVEMENT PROGRAM</b>													
Cash Funded	(159)	(698)	(1,900)	(2,595)	(95)	(1,107)	(7,507)	(10,135)	(5,689)	(919)	(120)	(2,120)	(32,187)
Debt Funded	-	-	-	-	-	-	-	-	-	-	-	-	-
Grant Funded	-	-	-	-	-	-	-	-	-	-	-	-	-
Projects not in Easy CIP*	-	(2,314)	-	-	-	-	-	-	-	-	-	-	-
Transfer to Operations Fund - CIP Cost Share	(437)	(1,187)	(1,328)	(383)	-	-	-	-	-	-	-	-	(1,710)
Transfer to Operations Fund - R&R Projects	-	-	-	(6,400)	(4,000)	-	-	-	-	-	-	-	(10,400)
Total Capital Improvement Program	(596)	(4,199)	(3,228)	(9,378)	(4,095)	(1,107)	(7,507)	(10,135)	(5,689)	(919)	(120)	(2,120)	(44,297)
<b>Sewer Capacity Charge Reserves</b>													
Sewer Capacity Charge Reserves, Beginning	18,143	20,059	18,453	20,568	18,783	21,767	22,419	16,913	8,192	3,685	3,843	4,836	
Transfer from Sewer Capacity Charge to Reserves	2,512	2,592	5,343	7,592	7,078	1,759	2,002	1,414	1,182	1,077	1,113	1,699	
Use of Reserves	(596)	(4,199)	(3,228)	(9,378)	(4,095)	(1,107)	(7,507)	(10,135)	(5,689)	(919)	(120)	(2,120)	
Sewer Capacity Charge Reserves, Ending	\$20,059	\$18,453	\$20,568	\$18,783	\$21,767	\$22,419	\$16,913	\$8,192	\$3,685	\$3,843	\$4,836	\$4,415	

\*The District is in the process of implementing a Capital Improvement Program collaboration tool called Easy CIP. Projects not in EasyCIP represents projects that were or will be completed before FY 2026-27 Budget year, and were therefore not added to the tool.

**Schedule 5 – Drainage Maintenance Fund – Operating Expense Forecast**  
(Dollars in 000s)

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Forecast Assumption
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>REVENUES</b>													
Drainage Maintenance Fees	\$1,641	\$1,609	\$1,610	\$1,611	\$1,612	\$1,613	\$1,614	\$1,615	\$1,615	\$1,616	\$1,617	\$1,618	DM Interest
Interest Income - F4	124	86	103	106	110	113	117	120	124	127	131	135	
<b>Total Revenues</b>	<b>1,765</b>	<b>1,695</b>	<b>1,713</b>	<b>1,717</b>	<b>1,722</b>	<b>1,726</b>	<b>1,730</b>	<b>1,735</b>	<b>1,739</b>	<b>1,743</b>	<b>1,748</b>	<b>1,753</b>	
<b>EXPENSES</b>													
Local Facility Maintenance	(959)	(959)	(959)	(959)	(959)	(959)	(959)	(959)	(959)	(959)	(959)	(959)	FLAT CPI CPI
Regional Facility Maintenance	(232)	(473)	(297)	(306)	(315)	(325)	(334)	(344)	(355)	(365)	(376)	(388)	
Drainage Maintenance Administration	(20)	(17)	(17)	(18)	(18)	(19)	(19)	(20)	(20)	(21)	(22)	(22)	
<b>Total Expenses</b>	<b>(1,211)</b>	<b>(1,449)</b>	<b>(1,273)</b>	<b>(1,283)</b>	<b>(1,292)</b>	<b>(1,302)</b>	<b>(1,313)</b>	<b>(1,323)</b>	<b>(1,334)</b>	<b>(1,345)</b>	<b>(1,357)</b>	<b>(1,369)</b>	
Net Revenue before Debt & Transfers	555	246	440	435	430	424	418	411	405	398	391	384	
<b>DEBT SERVICE AND TRANSFERS OUT</b>													
Transfer Out - Solano Stormwater Alliance	(138)	(220)	(324)	(280)	(280)	(280)	(280)	(280)	(280)	(280)	(280)	(280)	44% Alliance
<b>Net Increase (Decrease) in Net Position</b>	<b>417</b>	<b>26</b>	<b>116</b>	<b>155</b>	<b>150</b>	<b>144</b>	<b>138</b>	<b>131</b>	<b>125</b>	<b>118</b>	<b>111</b>	<b>104</b>	
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer to Desilting Reserve	(30)	(30)	(30)	(30)	(30)	(30)	(30)	(30)	(30)	(30)	(30)	(30)	
Transfer to Operations Reserve	-	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Major Maintenance Reserve	(387)	4	(86)	(125)	(120)	(114)	(108)	(101)	(95)	(88)	(81)	(74)	
Excess Net Position	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Drainage Maintenance - Operating &amp; Desilting Reserves</b>													
Minimum Operations Reserve Requirement	136	133	127	128	129	130	131	132	133	135	136	137	
Budgeted Operating Reserve, Beginning	500	500	500	500	500	500	500	500	500	500	500	500	
Transfer to/(from) Operating Reserve	-	-	-	-	-	-	-	-	-	-	-	-	
Budgeted Operating Reserve, Ending	500	500	500	500	500	500	500	500	500	500	500	500	
<i>Operating reserve Target Met?</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
Desilting Reserve, Beginning	486	516	546	576	606	636	666	696	726	756	786	816	
Transfer to/(from) Desilting Reserve	30	30	30	30	30	30	30	30	30	30	30	30	
Desilting Reserve, Ending	\$516	\$546	\$576	\$606	\$636	\$666	\$696	\$726	\$756	\$786	\$816	\$846	

**Schedule 6 – Drainage Maintenance Fund – Major Maintenance and Capital Improvement Program Forecast**  
*(Dollars in 000s)*

Drainage Maint. Funded %	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	FORECAST
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	TOTAL
<b>FINANCING SOURCES</b>													
Federal / State Grants - F4	\$1,038	\$3,413	\$5,800	\$2,000	-	-	-	-	-	-	-	-	\$7,800
Use of Reserves	(0)	20	850	1,530	-	-	-	-	-	-	-	-	2,380
<b>Total Financing Sources</b>	<b>1,038</b>	<b>3,433</b>	<b>6,650</b>	<b>3,530</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,180</b>
<b>MAJOR MAINTENANCE &amp; CAPITAL IMPROVEMENT PROGRAM</b>													
Cash Funded	-	(10)	(850)	(1,530)	-	-	-	-	-	-	-	-	(2,380)
Debt Funded	-	-	-	-	-	-	-	-	-	-	-	-	-
Grant Funded	(1,038)	(3,413)	(5,800)	(2,000)	-	-	-	-	-	-	-	-	(7,800)
Projects not in Easy CIP*	-	(10)	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>(1,038)</b>	<b>(3,433)</b>	<b>(6,650)</b>	<b>(3,530)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(10,180)</b>
<b>Drainage Maintenance - Major Maintenance Reserve</b>													
Minimum Major Maintenance Reserve Requirement	410	402	403	403	403	403	403	404	404	404	404	404	404
Drainage Maintenance Major Maint. Reserves, Beginning	2,001	2,388	2,364	1,600	195	314	428	536	637	732	820	901	901
Transfer from Drainage Maintenance to Reserve	387	(4)	86	125	120	114	108	101	95	88	81	74	74
Use of Reserves	0	(20)	(850)	(1,530)	-	-	-	-	-	-	-	-	-
<b>Drainage Maintenance Reserves, Ending</b>	<b>\$2,388</b>	<b>\$2,364</b>	<b>\$1,600</b>	<b>\$195</b>	<b>\$314</b>	<b>\$428</b>	<b>\$536</b>	<b>\$637</b>	<b>\$732</b>	<b>\$820</b>	<b>\$901</b>	<b>\$975</b>	<b>\$975</b>
Minimum Major Maintenance Reserve Requirement Met?	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

\*The District is in the process of implementing a Capital Improvement Program collaboration tool called Easy CIP. Projects not in EasyCIP represents projects that were or will be completed before FY 2026-27 Budget year, and were therefore not added to the tool.

**Schedule 7 – Solano Stormwater Alliance - Operating Expense Forecast**  
*(Dollars in 000s)*

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Forecast Assumption
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>REVENUES</b>													
Revenue from Other Agencies	\$85	\$173	\$255	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	44% Exp
Interest Income - F5	19	16	10	10	10	10	10	10	10	10	10	10	Interest
Transfers In - from Drainage Maintenance	138	220	324	280	280	280	280	280	280	280	280	280	56% Exp
<b>Total Revenues</b>	<b>241</b>	<b>409</b>	<b>589</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>510</b>	
<b>EXPENSES</b>													
Solano Stormwater Alliance	(290)	(435)	(579)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	FLAT
<b>Total Expenses</b>	<b>(290)</b>	<b>(435)</b>	<b>(579)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	
<b>Net Revenue before Debt &amp; Transfers</b>	<b>(49)</b>	<b>(27)</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>DEBT SERVICE AND TRANSFERS OUT</b>													
Not Applicable	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Net Increase (Decrease) in Net Position</b>	<b>(49)</b>	<b>(27)</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer to Solano Stormwater Alliance Reserve	49	27	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	
<b>Excess Net Position</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Solano Stormwater Alliance Reserves</b>													
Solano Stormwater Alliance Reserve, Beginning	416	367	341	350	360	370	380	390	400	410	420	430	
Transfer to/(from) Reserve	(49)	(27)	10	10	10	10	10	10	10	10	10	10	
<b>Solano Stormwater Alliance Reserve, Ending</b>	<b>\$367</b>	<b>\$341</b>	<b>\$350</b>	<b>\$360</b>	<b>\$370</b>	<b>\$380</b>	<b>\$390</b>	<b>\$400</b>	<b>\$410</b>	<b>\$420</b>	<b>\$430</b>	<b>\$440</b>	

**Schedule 8 – City Collection System Repair & Rehabilitation Forecast**  
(Dollars in 000s)

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast Assumption
<b>City of Fairfield Collection System R&amp;R Reserve</b>													
<b>REVENUES</b>													
Interest Income - F6	\$40	\$39	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	Interest Master Plan
Transfers from Sewer Service Charges - F6	1,830	1,830	1,830	1,830	1,830	1,830	1,830	1,830	1,830	1,830	1,830	1,830	Interest Master Plan
Total Revenues	1,870	1,869	1,834	1,834	1,834	1,834	1,834	1,834	1,834	1,834	1,834	1,834	Interest Master Plan
<b>EXPENSES</b>													
Appropriation to City of Fairfield	(4,490)	(300)	(3,560)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	City Request
Total Expenses	(4,490)	(300)	(3,560)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	(1,830)	City Request
Net Revenue before Debt & Transfers	(2,620)	1,569	(1,726)	4	4	4	4	4	4	4	4	4	City Request
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer to Collection System Reserve	2,620	(1,569)	1,726	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	City Request
Excess Net Position	-	-	-	-	-	-	-	-	-	-	-	-	City Request
<b>City of Fairfield - Collection System Repair &amp; Rehabilitation Reserve</b>													
Beginning Balance, City of Fairfield R&R Reserve	2,971	351	1,920	194	198	202	206	210	214	218	222	226	
Transfer to/(from) Reserve	(2,620)	1,569	(1,726)	4	4	4	4	4	4	4	4	4	
Ending Balance, City of Fairfield R&R Reserve	\$351	\$1,920	\$194	\$198	\$202	\$206	\$210	\$214	\$218	\$222	\$226	\$230	
<b>City of Suisun City Collection System R&amp;R Reserve</b>													
<b>REVENUES</b>													
Interest Income - F7	\$88	\$74	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160	Interest Master Plan
Transfers from Sewer Service Charges - F7	1,770	1,770	1,770	1,770	1,770	1,770	1,770	1,770	1,770	1,770	1,770	1,770	Interest Master Plan
Total Revenues	1,858	1,844	1,930	1,930	1,930	1,930	1,930	1,930	1,930	1,930	1,930	1,930	Interest Master Plan
<b>EXPENSES</b>													
Appropriation to City of Suisun City	(1,270)	(365)	-	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	City Request
Total Expenses	(1,270)	(365)	-	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	(1,270)	City Request
Net Revenue before Debt & Transfers	588	1,479	1,930	660	660	660	660	660	660	660	660	660	City Request
<b>TRANSFERS TO DISTRICT-HELD RESERVES</b>													
Transfer to Collection System Reserve	(588)	(1,479)	(1,930)	(660)	(660)	(660)	(660)	(660)	(660)	(660)	(660)	(660)	City Request
Excess Net Position	-	-	-	-	-	-	-	-	-	-	-	-	City Request
<b>City of Suisun City - Collection System Repair &amp; Rehabilitation Reserve</b>													
Beginning Balance, City of Suisun City R&R Reserve	1,652	2,241	3,719	5,649	6,309	6,969	7,629	8,289	8,949	9,609	10,269	10,929	
Transfer to/(from) Reserve	588	1,479	1,930	660	660	660	660	660	660	660	660	660	
Ending Balance, City of Suisun City R&R Reserve	\$2,241	\$3,719	\$5,649	\$6,309	\$6,969	\$7,629	\$8,289	\$8,949	\$9,609	\$10,269	\$10,929	\$11,589	

**Schedule 9 – Forecast Assumptions**

	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Forecast Assumption
	Actual	Projected	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>REVENUES</b>													
Sewer Service Charge Rate Revenue Increase	5.0%	5.0%	10.0%	10.0%	10.0%	7.0%	5.0%	3.0%	3.0%	3.0%	3.0%	3.0%	Rate
Customer Growth	1.0%	0.7%	0.9%	1.0%	1.0%	1.0%	1.0%	0.7%	0.7%	0.6%	0.6%	0.6%	Growth
Interest Earnings Rate (at 06/30)	5.4%	3.8%	3.5%	3.5%	3.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	Interest
Engineering News Record Construction Cost Index	-1.5%	0.0%	0.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	ENR-CCI
Drainage Maintenance Fees	-3.0%	0.0%	0.0%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	DM
<b>EXPENSES</b>													
Consumer Price Index (CPI)	3.8%	1.3%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	CPI
Energy & Chemicals	2.0%	2.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	E&C
Engineering News Record Construction Cost Index	-1.5%	0.0%	0.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	ENR-CCI
<b>DEBT SERVICE</b>													
Debt Service Coverage Ratio (1.15 minimum)	11.48	8.96	12.41	7.40	8.56	5.44	3.84	3.89	4.63	4.78	4.99	5.31	
<b>EQUIVALENT DWELLING UNITS (EDU)</b>													
New Residential Units - Fairfield	217	186	540	893	821	193	200	150	150	150	150	200	
New Residential Units - Suisun City	34	31	15	15	15	15	15	15	15	15	15	15	
Total New Residential Units	251	218	555	908	836	208	215	165	165	165	165	215	City Projection
New Commerical EDUs	5	1	107	12	6	6	20	20	20	20	20	20	City Projection
Total EDUs in District (year-end)	47,496	47,715	48,377	49,297	50,139	50,353	50,588	50,773	50,958	51,143	51,328	51,563	
<b>SEWER SERVICE CHARGE</b>													
Residential (per month)	\$49.63	\$51.62	\$54.91	\$60.40	\$66.44	\$71.09	\$74.64	\$76.88	\$79.19	\$81.57	\$84.02	\$86.54	Rate
Commercial - Regular Strength (per HCF)	\$3.97	\$4.13	\$4.56	\$5.02	\$5.52	\$5.91	\$6.21	\$6.40	\$6.59	\$6.79	\$6.99	\$7.20	Rate
Commercial - High Strength (per HCF)	\$6.87	\$7.14	\$7.81	\$8.59	\$9.45	\$10.11	\$10.62	\$10.94	\$11.27	\$11.61	\$11.96	\$12.32	Rate
Case-by-Case	Variable	Variable	Variable	Variable	Variable	Variable	Variable	Variable	Variable	Variable	Variable	Variable	
Travis Air Force Base (volumetric)	\$3.20	\$3.33	\$3.67	\$4.04	\$4.44	\$4.75	\$4.99	\$5.14	\$5.29	\$5.45	\$5.61	\$5.78	Rate
<b>SEWER CAPACITY CHARGE</b>													
Sewer Capacity Charge per EDU	\$7,056	\$7,056	\$8,030	\$8,271	\$8,519	\$8,775	\$9,038	\$9,309	\$9,588	\$9,876	\$10,172	\$10,477	ENR-CCI

## LONG-TERM FINANCIAL PLAN & RESERVES ANALYSIS

The Long-Term Financial Plan projects revenues and expenses for District funds. Each schedule presents the FY 2024-25 Actual, FY 2025-26 Projected Actual, FY 2026-27 Budget, and forecasted revenues and expenses through FY 2035-36. The bottom section of each schedule contains applicable reserve targets and balances.

Staff spends significant time developing forecast assumptions for the budget year. In the out years of the forecast, staff bases assumptions on historical averages and readily available present-day information to provide the most accurate depiction of future financial conditions, without over-speculating on economic conditions.

Specific assumptions and challenges of each forecast are noted below.

### Schedule 1 – Wastewater Operations Fund - Operating Expense Forecast

- The Operations Fund pays for all treatment plant and sewer system operating expenses, including collection, treatment, maintenance, major repairs, upgrades to facilities and eventual replacement, billing, regulatory activities, and administration. It primarily receives revenue from Sewer Service Charges and related interest income. The Operations Fund receives no property tax revenues.
- The target Operating Reserve is 25 percent, or three months, of Total Operating Expenses, and is intended to fund operational expenses in case of emergencies.
- Net revenue (revenues less expenses) is allocated to debt service payments and the operating reserve target before funding the Fairfield and Suisun City Collection System Reserves. Remaining funds are transferred to the Major Maintenance and CIP Reserve.
- Contributions to the Fairfield and Suisun City Collection System Reserves were determined by the results of the Collection System Asset Management Plan and subsequent Seventh Amendment to the 1965 Agreement, adopted by the Board on April 25, 2022.
- The forecast assumes the next proposed five year Cost of Service and Rate Study will include Sewer Service Charge increases of 10 percent for FY 2026-27, FY 2027-28 and FY 2028-29, 7 percent in FY 2029-30 and 5 percent in FY 2030-31. This is primarily to bring the Major Maintenance and CIP reserve back to the Financial Reserve Policy's target level as presented in Schedule 2.

### Schedule 2 – Wastewater Operations Fund - Major Maintenance & Capital Improvement Program Forecast

- Total Major Maintenance and CIP needs in the forecast total \$200.4 million through FY 2035-36. This requires \$115.3 million in Operations Fund Major Maintenance & CIP reserves, as well as a mix of Federal and State Grants, Bonds and Loans, and transfers in from Sewer Capacity Charges.

- The District's long-term financial planning for Major Maintenance and CIP expenses helps assist the District with the strategy to fund projects with cash ("pay as you go") instead of debt as much as possible. However, due to the cost of the Suisun Force Main Reliability project, Electrical Replacement Project Phase III, and Electrical Replacement Project 12kV Distribution, and their criticality to the operation of the collection system and wastewater treatment plant, the District plans to secure external funding for these projects. The District will look to low-interest options first, including Clean Water State Revolving Fund or Federal Water Infrastructure Financing and Innovation Act loans.
- Accumulating a sufficient Major Maintenance and CIP Reserve is critical for funding major repairs of the treatment plant facilities, upgrades to infrastructure to meet regulatory requirements, the eventual treatment plant replacement, and emergency response.
- Due to increases in operating expenses, which decreases net revenue available for Major Maintenance and CIP reserves, the District was forecasting to drop below the target Major Maintenance and CIP reserve between FY 2026-27 and FY 2028-29. However, due to the adopted 2025 Rate Study, the forecasted revenue is projected to keep the District within the target reserve level through FY 2030-31.
- Major Maintenance and Sewer Capacity Charge project expenses are estimates that are re-evaluated each budget cycle. Because the projects are multi-year, significant planning is required to estimate timing of necessary financial resources. Due to variables with identifying individual projects, the outyears of the forecast partially rely on historical averages.

### **Schedule 3 – Sewer Capacity Charge Fund - Operating Expense Forecast**

- Sewer Capacity Charge Funds receive revenues from Sewer Capacity Charges and related interest income and pay for development related programs, debt service, and CIP or repair and rehabilitation projects.
- Sewer Capacity Charge revenues are based on growth forecasts for Fairfield and Suisun City. The cities are projecting approximately 662 new residential and commercial connections to the sewer system in FY 2026-27.
- After Sewer Capacity Charge programs and debt service expenses are paid, the remaining net revenue is transferred to Sewer Capacity Charge reserves.

### **Schedule 4 – Sewer Capacity Charge Fund - Capital Improvement Program Forecast**

- Total Sewer Capacity Charge CIP needs in the forecast are \$44.3 million through FY 2035-36. The largest projects funded 100 percent from Sewer Capacity Charges are \$9.0 million for Cordelia Pump Station Expansion and \$7.8 million for Peabody/Walters Relief Sewer Phase 2.
- The 2025 Rate Study reaffirmed the methodology used in the 2022 Rate Study to calculate Sewer Capacity Charges. As a result, beginning on July 1, 2022, Capacity

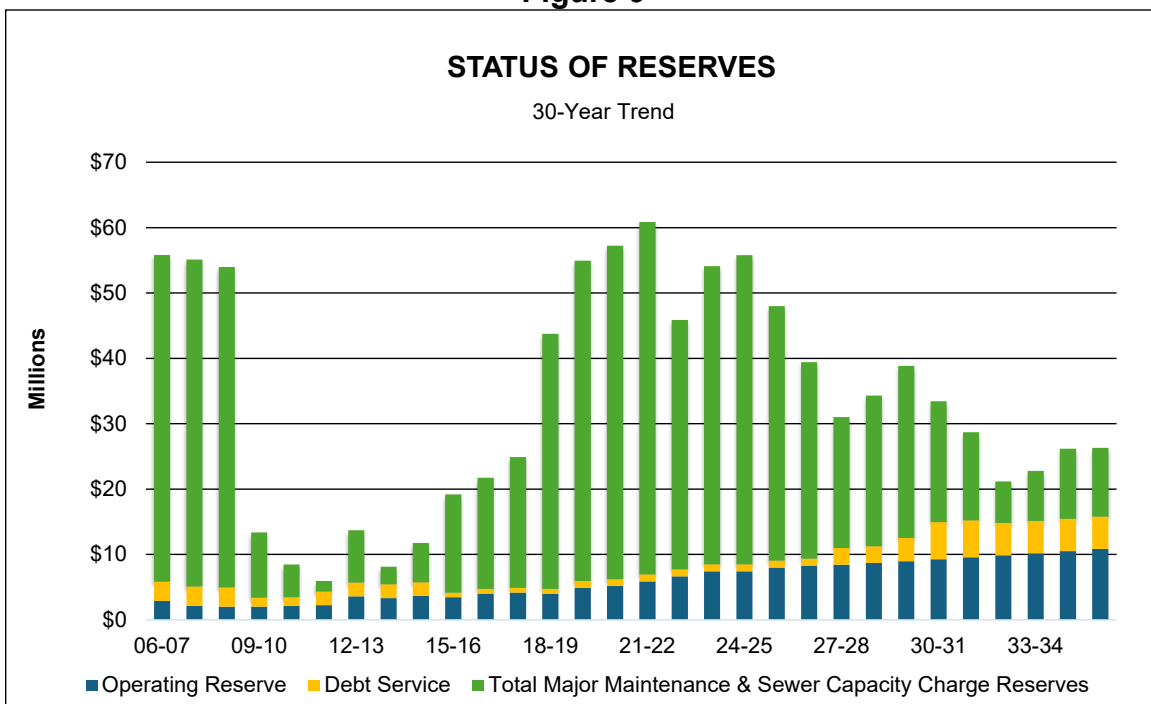
Charge revenue can be used to fund repair and rehabilitation projects identified in the Major Maintenance and CIP Budget.

- The forecast includes transfers to the Operations Fund for CIP cost share and repair and rehabilitation projects totaling \$1.7 million and \$10.4 million, respectively.

**Schedules 1 through 4 - Overall Status of Major Maintenance & CIP Reserves**

- Figure 9 shows the “life cycle” of the Sewer Capacity Charge and Major Maintenance Reserves. Significant balances are periodically built up, then subsequently drawn down to pay for sewer and treatment plant expansion projects.
- The Major Maintenance and CIP reserve allows funding for future replacement and rehabilitation projects that have not yet been specifically scoped and planned.
- The District’s reserve policy sets the Major Maintenance and CIP reserve target as the five-year rolling average of estimated Major Maintenance and CIP expenditures, less external funding sources. The reserve target ties the necessary reserves to estimated expenditures to help mitigate rate impacts. For purposes of calculating the target reserve, the total Capacity and Major Maintenance reserves are combined, and the target is the five-year rolling average of both Operations funded and Sewer Capacity Charge funded Major Maintenance and CIP project expenses.
- The current reserve forecast is heavily dependent on the projected growth rate for residential and commercial additions in each city. Figure 9 shows the forecasted reserves at the end of FY 2035-36 based on the current growth forecast. Reserves are thoroughly reviewed each year as changes in the anticipated and actual growth rate can have significant impacts to planned spending for Major Maintenance & CIP projects.

**Figure 9**



**Schedule 5 – Drainage Maintenance Fund – Operating Expense Forecast**

- Drainage Maintenance rates remain unchanged. The forecast accounts for 0.1 percent growth over the next 10 years in Drainage Maintenance fees received to account for new parcels in each city's boundary.
- The District's Financial Reserve Policy sets a Minimum Operating Reserve of 10 percent of Drainage Maintenance Fees as well as transferring \$30,000 per year into a Desilting Reserve for the City of Suisun City. Any remaining net revenue is transferred to the Drainage Maintenance Fund's Major Maintenance reserve.

**Schedule 6 – Drainage Maintenance Fund – Major Maintenance and Capital Improvement Program Forecast**

- Total Drainage Maintenance Fund Major Maintenance and CIP needs in the forecast are \$10.2 million through FY 2035-36. The largest project is the Kellogg Resiliency Project, which is funded by the State.
- In the spring of 2024, District and City staff agreed that the District would fund a Storm Drain Master Plan from District Major Maintenance reserves. The Storm Drain Master Plan will identify storm drain assets in the service area and provide an itemized list of critical assets to repair and replace. Significant Major Maintenance projects are not included in the out years of the forecast but will be included once identified by the Master Plan.
- The ending Major Maintenance Reserve for Drainage Maintenance is \$1.0 million by FY 2035-36. However, this does not factor any significant Major Maintenance projects beyond FY 2028-29. \$1.0 million will not be sufficient to fund projects that will be identified in the Storm Drain Master Plan, which are anticipated to cost in the tens of millions. Once a project list is identified, District and City staff will need to create a plan to increase Drainage Maintenance reserves or seek alternative funding sources.

**Schedule 7 – Solano Stormwater Alliance - Operating Expense Forecast**

- The Solano Stormwater Alliance (Alliance) is funded by the cities of Fairfield, Suisun City, and Vallejo, as well as the Vallejo Flood and Wastewater District (VFWD). Each agency pays into the Alliance based on their relative population. The Cities of Fairfield and Suisun City pay 44 percent of Alliance expenses, which are transferred from District-held Drainage Maintenance funds. The City of Vallejo and VFWD pay 56 percent of Alliance expenses, which is shown in the forecast as "Revenue from Other Agencies."
- Alliance operating expenses are forecasted flat due to the unknowns associated with the fourth reissuance of the Municipal Regional Stormwater Permit requirements when the current permit expires on June 30, 2027.

**Schedule 8 – City Collection System Repair & Rehabilitation Forecast**

- The District holds a Collection System Repair & Rehabilitation (R&R) reserve for each City in accordance with the Seventh Amendment to the 1965 Agreement. Each July 1, the District funds Collection System Reserves for the cities through transfers of \$1.83 million to the City of Fairfield Collection System Reserve and \$1.77 million to the City of Suisun City Collection System Reserve.
- By August 1, the District will appropriate budgeted amounts requested by the cities into each City’s collection system enterprise fund. Unused reserves will be held by the District and accrue interest until “trued up” for the next fiscal year.
- For FY 2026-27, the cities of Fairfield and Suisun City have requested appropriations of \$3.6 million and \$0 respectively.



*Fairfield-Suisun Sewer District*

## DEPARTMENTAL INFORMATION

### POSITION SUMMARY

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Change from Prior Year
<b>Operations &amp; Maintenance</b>						
Director of Operations & Maintenance	0	0	1	1	1	0
Maintenance Manager	1	1	1	1	1	0
Maintenance Supervisor	2	2	2	2	2	0
Operations Manager	1	1	1	1	1	0
Operations Supervisor	2	2	2	2	2	0
Procurement Specialist	1	1	1	1	1	0
Maintenance Mechanic (I, II, Senior)	9	7	8	8	9	1
Maintenance Mechanic - CCTV (I, II, Senior)	4	4	4	4	4	0
E&I Technician (I, II, Senior)	5	5	5	5	5	0
Utility Worker	1	1	2	2	2	0
Wastewater Plant Operator (Operator, Lead, Senior)	16	17	17	17	17	0
	42	41	44	44	45	1
<b>Department of Administrative Services</b>						
General Manager/District Engineer	1	1	1	1	1	0
Director of Administrative Services	1	1	1	1	1	0
IT Manager	1	1	1	1	1	0
HR Manager	1	1	1	1	1	0
Accountant/Senior Accountant	1	1	1	1	1	0
Administrative Specialist	1	1	1	1	1	0
Finance Technician	1	1	1	1	1	0
HR Technician	1	1	1	1	1	0
Management Analyst	0	0	1	1	1	0
	8	8	9	9	9	0
<b>Department of Environmental Services</b>						
Director of Environmental Services	1	1	1	1	1	0
Regulatory & Compliance Manager	1	1	1	1	1	0
Senior Engineer	1	0	0	1	1	0
Laboratory Manager	1	1	1	1	1	0
Lab Analyst	2	3	3	3	3	0
Engineering Technician	0	0	1	1	1	0
	6	6	7	8	8	0
<b>Engineering</b>						
Assistant General Manager / District Engineer	1	1	0	0	0	0
Engineering Manager	1	1	1	1	1	0
Engineers (Junior, Assistant, Associate, Senior)	4	5	6	5	5	0
Engineering Technician/Inspector (Senior)	3	3	3	3	2	-1
GIS Coordinator	1	1	1	1	1	0
	10	11	11	10	9	-1
<b>Total Full Time Equivalents</b>	<b>66</b>	<b>66</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>0</b>

### AUTHORIZED POSITION CHANGES

The FY 2026–27 staffing changes include the reallocation of one Engineering Technician/Inspector position from the Engineering Department to a Maintenance Mechanic position within the Operations & Maintenance Department. This adjustment results in an increase of approximately \$0.2 million in expenses for the Operations & Maintenance Department. The addition of the Maintenance Mechanic position is a placeholder for a future position related to the SCADA system and Programmable Logic Controller expertise. When the job classification is finalized, the Maintenance Mechanic will be reclassified to a new title. The total number of full-time equivalent (FTE) positions will remain unchanged at 71.

## OPERATIONS & MAINTENANCE

The Operations & Maintenance Department ensures the District meets full regulatory compliance and has an optimized wastewater collection, treatment, and disposal process.

- **Operations** - Responsible for inspecting, troubleshooting, and operating the District's wastewater pump stations and treatment plant, including biological nutrient removal, anaerobic digestion, and ultraviolet disinfection processes.
- **Maintenance** - Responsible for installation, inspection, repair, replacement, and maintenance of the District's wastewater collection, treatment, and disposal facilities. Maintenance consists of teams of Mechanics, Electrical and Instrumentation Technicians, and plant landscape maintenance, as well as a crew handling CCTV sewer inspection.
- **Local Sewer Collection** represents payments which are made to the Cities of Fairfield and Suisun City for operations and maintenance of sewers 10" and less based on the 1965 Agreement between the District and Cities.
- **City Sewer Line Maintenance** represents time spent by the District's CCTV team to inspect City of Suisun City sewer lines. In 2022, the City of Fairfield took over responsibility for inspecting their own sewer lines.

## DEPARTMENT OF ADMINISTRATIVE SERVICES

The Department of Administrative Services consists of:

- **Finance** - Responsible for the full scope of financial activities, including accounts payable, accounts receivable, contracting, production of the Annual Comprehensive Financial Report, Budget & Long-Term Forecast, and other required financial reports.
- **Human Resources** - Responsible for classification and compensation, recruitment, benefits administration, payroll, risk management, and employee relations.
- **Information Technology** - Responsible for all systems, hardware/software assets, cybersecurity initiatives, and management of an outsourced IT vendor.
- **Office Support** - Responsible for customer services, the records management program, communications with the Board, and agenda preparation.

## DEPARTMENT OF ENVIRONMENTAL SERVICES

The Department of Environmental Services consists of:

- **Regulatory Programs** - The District is highly regulated by numerous state and federal agencies, and regulatory compliance is an essential component of the District's operations. Air quality is regulated by the Bay Area Air Quality Management District and the California Air Resources Board. Quality of both wastewater and stormwater is regulated by the Regional Water Quality Control Board, and biosolids are regulated by the U.S. Environmental Protection Agency. Production of recycled water is regulated by the State Water Resources Control Board. Because the District discharges into the environmentally sensitive Suisun Marsh, District discharges must meet extremely stringent water quality requirements. The District's diligent industrial pretreatment and pollution-prevention practices help to fulfill those obligations.
- **Laboratory** - The District's lab is accredited by the State of California and responsible for all effluent sampling and compliance with federal, state, and local regulations. Laboratory staff must follow detailed testing and reporting requirements to ensure compliance.

- **Safety** - Responsible for administration, planning, and training related to health and safety laws, rules, and regulations, as well as maintaining and encouraging the District's culture of safety.
- **Community Outreach** - Responsible for implementation and administration of programs to connect the District with the community, including school tours, publication materials, advertising, and community events including Earth Day and Coast and Creek Cleanup Day.

## ENGINEERING

The Engineering Department is responsible for management and implementation of the Capital Improvement Program including project feasibility studies, pre-design, design, and construction management, technical review and inspection of community development encroachments and construction inspections. In addition, Engineering oversees long-term infrastructure plans, including the Collection System Asset Master Plan, and Treatment Plant Master Plan. Engineering also provides technical support to staff including mapping, infrastructure research, and data collection, as well as partners with Operations and Maintenance on initiatives and projects.

## OTHER PROGRAMS

District staff are generally budgeted under the Operations Fund, and allocate their time via timesheet to other programs:

### *Sewer Capacity Charge Funded Programs*

- **Capacity Charge Projects** includes Engineering staff time spent managing Sewer Capacity Charge funded projects.
- **New Development Review/Inspection** includes staff time to review and inspect new development throughout the service area.

### *Drainage Maintenance Funded Programs*

- **Local Facility Maintenance** represents payments made to the cities of Fairfield and Suisun City for maintenance of local stormwater facilities, as required per the Drainage Maintenance Agreement between the District and cities of Fairfield and Suisun City.
- **Regional Facility Maintenance** includes staff time spent operating and maintaining stormwater pump stations.
- **Administration** primarily includes Finance staff time spent billing Drainage Maintenance Fees on the Solano County Property Tax roll, as well as billing fees charged by Solano County.

### *Solano Stormwater Alliance*

Beginning in FY 2022-23, the Solano Stormwater Alliance (Alliance) was established by Memorandum of Agreement between VFWD and the Cities of Fairfield, Suisun City, and Vallejo to coordinate compliance with the Regional Water Quality Control Board's Municipal Regional Stormwater Permit (MRP). This replaced the previous District-coordinated Urban Management Runoff Program.

The Alliance represents effective and efficient collaboration between the District, VFWD, and the cities of Fairfield, Suisun City, and Vallejo to manage required regulatory stormwater programs while providing other mutual benefits including monitoring, public education, and

staff training. The District serves as the Alliance Fiscal Agent and Manager, responsible for administrative and technical coordination consistent with the MRP requirements.



*Fairfield-Suisun Sewer District*

## POLICIES

The District has established financial policies, principles, and practices that help the District meet long-term financial goals.

Below is a summary of financial policies formally adopted by the District:

- Employee Travel and Business Expenses (2125) – This policy provides guidelines to staff regarding business travel procedures, including reimbursement of eligible expenses while attending conferences, seminars, meetings or trainings.
- Investment Policy (2130) – This policy provides guidelines to the officers of the District charged with the responsibility for the deposit of District funds, and for investment of surplus monies not required for immediate necessities of the District.
- Purchasing Policy (2135) – This policy provides guidelines to staff of the District regarding procurement and contracting. Specifically, Resolution 2008-20 designated the General Manager as the District’s Purchasing Agent and specified authorities and duties for the General Manager. Purchasing Policy 2135 is an internal policy detailing how the General Manager delegates their authority to staff for specified procurement transactions.
- Capitalization Policy (2145) – This policy provides guidelines to staff regarding the capitalization of assets for financial reporting under Governmental Accounts Standards Board accounting standards, including thresholds for capitalization and definition of eligible costs.
- Financial Reserves Policy (2150) – This policy established, reaffirmed, or consolidated reserve targets for the Wastewater Operations Fund, Sewer Capacity Charge Funds, Drainage Maintenance Fund, and City Collection System Rehabilitation and Replacement Reserves.
- Debt Management Policy (2155) – This policy was established when staff reviewed financing options for significant and multigenerational projects and as a requirement from Senate Bill No. 1029, a Debt Management Policy must be in place prior to the issuance of debt to comply with State Law.
- Board Health Reimbursement (4050) – This policy provides guidelines to members of the District’s Board of Directors on eligibility for the District’s Board Health Reimbursement Plan, including reimbursable expenses. The policy also includes administrative processes for District staff including due dates for reimbursements and escalation of the Plan cap.
- Director Travel and Expenses (4090) – This policy provides guidelines to members of the District’s Board of Directors regarding reimbursement of eligible expenses and compensation while attending regular meetings of the California Associate of Sanitation Agencies (CASA).

## DEBT SERVICE

The District currently has two outstanding Clean Water State Revolving Fund (SRF) Loans. Per SRF requirements, the District maintains a Debt Reserve equal to one full year of debt service payments and ensures a Debt Service Coverage Ratio above 1.15.

### 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 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 percent, payable over 20 years. Principal and interest payments are due semi-annually on May 1 and November 1. Payment on this loan started in May 2012.

Future debt service payments on the SRF loan related to the Ultraviolet Disinfection Project through the end of FY 2025-26 through maturity are as follows in Figure 10:

**Figure 10**

Year Ending June 30	Principal	Interest	Total
2026	\$ 624,601	\$ 112,437	\$ 737,038
2027	642,846	94,192	737,038
2028	661,623	75,415	737,038
2029	680,949	56,089	737,038
2030	700,840	36,198	737,038
2031	721,312	15,726	737,038
	\$ 2,610,019	\$ 338,133	\$ 2,948,152

### 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 SRF loan program for the financing of the Blower Replacement Project. The District was approved for the total project cost of \$11,608,547; however, only utilized \$9,541,456. Out of the total loan amount, \$4,000,000 was declared a grant under the Environmental Protection Agency’s Green Project Reserve program and was eligible for loan forgiveness. The principal amount due for repayment to the SWRCB under this agreement is \$4,839,992, with an interest rate of 1.8 percent payable over 20 years. Payment on this loan started October 2020.

Future debt service payments on the SRF loan related to the Blower Project through the end of FY 2025-26 to maturity are as follows in Figure 11:

Figure 11

Year Ending June 30	Principal	Interest	Total
2026	\$ 254,831	\$ 78,188	\$ 333,019
2027	259,418	73,601	333,019
2028	264,087	68,931	333,019
2029-33	1,393,474	271,619	1,665,093
2034-38	1,523,483	141,609	1,665,092
2039-40	648,475	17,561	666,036
	<u>\$ 4,343,767</u>	<u>\$ 651,509</u>	<u>\$ 4,995,277</u>



Photo taken during school field trip at Fairfield-Suisun Sewer District.

## PERFORMANCE DATA AND STATISTICAL INFORMATION

Key operating metrics for the District are included for review in the monthly Executive Committee meeting, which consists of four members from the Board of Directors:

Operating Metrics Summary	2023	2024	2025
Average plant flow (million gallons per day)	16.57	14.96	13.88
Completed work orders	13,445	13,712	13,227
Corrective work orders	7%	7%	8%
Preventative work orders	93%	93%	92%
Renewable energy produced (kwh)*	1,359,579	1,352,158	1,016,389
Sewer lines inspected by CCTV (miles)	25.8	21.7	17.28
City of Fairfield lines**	0	0	0
City of Suisun City lines	2.2	9.8	7.3
FSSD lines	23.6	11.8	10.0
Permit excursions & sewer system overflows (Cat 1-3)	0	0	0

*\*Interruptions to cogen/wind caused atypical production beginning in 2023.*

*\*\*Effective July 1, 2022, one CCTV truck and responsibility for Fairfield's sewer inspections were turned over to the City of Fairfield as part of the 7th Amendment to the 1965 Agreement.*

Several comparable agencies in the Bay area provide wastewater treatment and conveyance. Although there are similar statistics, each agency has a different organizational structure. For example, Fairfield-Suisun Sewer District (FSSD) serves the cities of Fairfield and Suisun City. FSSD Sewer Service Charges consider the operation and maintenance costs for approximately 327 miles of City-owned and maintained sewers. FSSD collects all the revenue and pays the City monthly for their operation and maintenance of local sewers. Similarly, Delta Diablo's "miles of sewer" total does not include 430 miles of city-owned, operated, and maintained collection systems for their service area.

Statistics & Agency Comparisons	Fairfield-Suisun Sewer District	Delta Diablo	Napa Sanitation	Vallejo Flood & Wastewater District
Population	149,756	216,904	77,000	121,558
Full-time employees	71	75	55	89
Area served (square miles)	45	54	20	36
Number of treatment plants	1	1	1	1
Number of pump stations	14	5	4	30
Permitted dry weather capacity (MGD)	23.70	19.50	15.40	15.50
Average dry weather flow (MGD)	11.38	13.50	8.80	8.86
Miles of sewer	86	73.5	270	407

Sources:

*Annual Comprehensive Financial Reports*

*VFWD Average dry weather flows provided by their staff*

## Major Maintenance and Capital Improvement Program

Figure 8 contains some of the most significant Major Maintenance and CIP projects in the FY 2026-27. For a more extensive forecast, please see Schedule 10.

**FIGURE 8**

Project Name	FY 2026-27 Budget	Sewer Service Funded %	Capacity Charge Funded %	Other Funding
Suisun Force Main Rehabilitation	31,864	-	-	Debt
Electrical Replacement Project - Phase II	4,811	75%	25%	-
Kellogg Resiliency	4,800	-	-	State Grant
A/B Train Aeration Basin - Phase 1	4,669	100%	-	-
Lopes Rd. Lift Station Improvements	1,500	-	100%	-
Drainage Maintenance Master Plan	550	-	-	DM
Cathodic Protection Rehab	500	100%	-	-
Treatment Plant Line Spot Repairs	450	100%	-	-
Secondary Clarifier Floor Grout	450	100%	-	-
Collection System Master Plan	400	100%	-	-

*(In Thousands)*



Fairfield-Suisun Sewer District

Fairfield Suisun Sewer District  
*Capital Improvement Program*  
 2027 through 2036  
**PROJECTS BY FUNDING SOURCE**

Funding Source/Project Name	Prior	Est. Actual	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Project Total
<b>Sewer Service Charges</b>													
12kV Building/ Suisun VFD Room HVAC Installation	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000
2027 Collection System Rehabilitation	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
2028 Collection System Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Aerated Grit Chamber Area Replacements	\$ -	\$ -	\$ -	\$ -	\$ 58,000	\$ 730,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 788,000
Balancing Ponds Hydraulic Gate Reconfiguration and Drain Facility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 879,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 979,000
Bioenergy Generation Project	\$ 225,740	\$ 4,093,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cathodic Protection Rehabilitation	\$ 29,660	\$ 2,646	\$ 500,000	\$ 50,000	\$ 150,000	\$ 60,000	\$ 169,000	\$ 70,000	\$ 169,000	\$ 70,000	\$ 190,000	\$ 80,000	\$ 1,508,000
Central Pump Station Bar Screen Slide Gate Replacements	\$ -	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Coatings & Linings	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 800,000
Collection System Rehabilitation Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 6,000,000
Cordelia Force Main Valves and Actuators Replacements	\$ -	\$ -	\$ -	\$ 400,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000
Electrical Replacement Project - Phase II	\$ 1,331,231	\$ 654,287	\$ 4,811,000	\$ 1,530,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,341,000
Energy Recovery Building - Water Systems Replacements	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
EQ Lagoons and Pond Embankment Rodent Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Equalization Comminutor Replacement	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 418,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 473,000
Fall Protection Improvements	\$ 4,016	\$ 3,792	\$ 150,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Ferrous Storage Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206,000	\$ 424,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 630,000
FM200 Systems Improvements and Replacements	\$ -	\$ -	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
GIS Strategy and Upgrade	\$ -	\$ 40,000	\$ 150,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ 300,000
Grey Goose Turnout Modification	\$ -	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Headworks Valves Replacements	\$ -	\$ -	\$ -	\$ 31,000	\$ 825,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 856,000
Inlet Pump Station - Influent Gate - Concrete Repair	\$ -	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Landscape Restoration and Maintenance	\$ 50,604	\$ 74,294	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
LED Retrofit - Phase II (street lighting)	\$ -	\$ -	\$ -	\$ -	\$ 437,000	\$ 338,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 775,000
LED Retrofit - Phase III (pump stations)	\$ -	\$ -	\$ 62,000	\$ -	\$ 437,000	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 827,000
Major Maintenance - Treatment and Conveyance	\$ 1,411,000	\$ 2,095,009	\$ 2,999,210	\$ 2,010,902	\$ 1,158,100	\$ 1,371,800	\$ 1,100,100	\$ 934,900	\$ 1,748,700	\$ 937,000	\$ 903,900	\$ 971,301	\$ 14,135,913
Major Maintenance - Vehicles and Equipment	\$ 180,085	\$ 560,001	\$ 1,270,000	\$ 292,000	\$ 285,000	\$ 130,000	\$ 230,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 380,000	\$ 3,107,000
Major Maintenance Plant Rehab and Replacement 2030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 464,000	\$ 478,000	\$ -	\$ -	\$ -	\$ 942,000
Major Maintenance Plant Rehab and Replacement 2031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,097,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 2,597,000
Major Maintenance Plant Rehab and Replacement 2033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 380,000	\$ 913,000	\$ -	\$ 1,293,000
Major Maintenance Plant Rehab and Replacement 2034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ 4,374,000	\$ 7,674,000
Major Maintenance Pump Stations Rehab and Replacement 2030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000
Major Maintenance Pump Stations Rehab and Replacement 2031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 800,000	\$ -	\$ -	\$ -	\$ 1,000,000
Major Maintenance Pump Stations Rehab and Replacement 2032	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 3,000,000	\$ -	\$ -	\$ 3,600,000
Major Maintenance Pump Stations Rehab and Replacement 2033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 3,000,000	\$ -	\$ 3,500,000
Major Maintenance Pump Stations Rehab and Replacement 2034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 5,000,000	\$ 6,000,000
Manway Replacements	\$ -	\$ -	\$ 25,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Master Architectural Project 2030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000	\$ 960,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Master Plan Sewer Service Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,113,000	\$ 1,586,000	\$ -	\$ 7,699,000
Nitrogen Removal - Phase 1	\$ 908,238	\$ -	\$ 4,669,372	\$ 7,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,669,372
Nitrogen Removal - Phase 2A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 869,000	\$ 6,537,000	\$ -	\$ -	\$ -	\$ 7,406,000
Nitrogen Removal - Phase 2B	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 307,000	\$ 3,166,000	\$ 3,473,000
Pavement Rehabilitation	\$ 222,797	\$ 19,058	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ 900,000
Plant and Remote Sites Doors Replacement	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Plant Drainage Swale Regrading and Rehab	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Primary Clarifier Improvements	\$ -	\$ -	\$ -	\$ 75,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Primary Clarifiers Launderers Replacements	\$ -	\$ -	\$ -	\$ 75,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 475,000
Priority Pump Station Structural Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,000	\$ 601,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 866,000
Programmatic Projects	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 900,000
Pump Station Wet Wells Condition Assessments	\$ -	\$ -	\$ -	\$ -	\$ 109,000	\$ 535,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 644,000
Pump Stations Condition Assessment and Strategy/ Master Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 232,000	\$ 284,000	\$ -	\$ -	\$ -	\$ -	\$ 516,000
Recycled Water Distribution Improvements	\$ -	\$ -	\$ 25,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Recycled Water Master Plan	\$ -	\$ -	\$ -	\$ 212,000	\$ 219,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 431,000

Funding Source/Project Name	Prior	Est. Actual	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35	FY 2035-36	Project Total
Roof Rehabilitation	\$ 4,944	\$ 1,156,543	\$ -	\$ -	\$ -	\$ 90,000	\$ 219,000	\$ 185,000	\$ 738,000	\$ -	\$ -	\$ -	\$ 1,232,000
Secondary Clarifier Floor Grout	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Structural Rehab Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Suisun Plant Pipe Decommission - SLC Lease Compliance	\$ 20,689	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ 3,478,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,928,000
Suisun Pump Station Pumps and Mechanical Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 3,000,000
Suisun Pump Station Surge Tank #2 Corrosion	\$ -	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Suisun Pump Station Wall Seepage Repair	\$ -	\$ -	\$ -	\$ 100,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Tertiary Filters Surface Wash Piping Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,000	\$ 232,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 316,000
Travis/Pennsylvania Sewer Replacement Project	\$ 76,822	\$ -	\$ 350,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000
Treatment Plant Master Plan	\$ -	\$ 70,978	\$ -	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Treatment Plant Process Line Spot Repairs	\$ -	\$ -	\$ 450,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850,000
Treatment Plant Security Upgrades	\$ 205,121	\$ 20,873	\$ 62,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122,000
Trunk Main Lining	\$ -	\$ -	\$ 100,000	\$ 2,700,000	\$ 2,700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500,000
Utility Water Valves Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 322,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 422,000
<b>Sewer Service Charges Total</b>	<b>\$ 4,670,947</b>	<b>\$ 8,790,552</b>	<b>\$ 17,153,582</b>	<b>\$ 18,645,902</b>	<b>\$ 12,446,100</b>	<b>\$ 6,587,800</b>	<b>\$ 10,390,100</b>	<b>\$ 7,407,900</b>	<b>\$ 16,172,700</b>	<b>\$ 12,530,000</b>	<b>\$ 12,529,900</b>	<b>\$ 15,421,301</b>	<b>\$ 129,285,285</b>
<b>Sewer Capacity Charges</b>													
Collection System Master Plan	\$ -	\$ 199,665	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 246,000	\$ 799,000	\$ -	\$ -	\$ 1,445,000
Collection System Technical Services	\$ -	\$ -	\$ -	\$ 95,000	\$ 95,000	\$ 107,000	\$ 107,000	\$ 107,000	\$ 107,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 978,000
Cordelia Pump Station Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000,000
Cordelia/Lopes Capacity Expansion	\$ 159,331	\$ 184,657	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lopes Force Main Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
Lopes Rd. Lift Station Improvements	\$ -	\$ 314,137	\$ 1,500,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
Master Plan Sewer Capacity Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ -	\$ -	\$ 4,500,000
Northeast Fairfield Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Peabody/Walters Relief Sewer - Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000	\$ 6,028,000	\$ 836,000	\$ -	\$ -	\$ -	\$ 7,764,000
Treatment Plant and Remote Sites Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
<b>Sewer Capacity Charges Total</b>	<b>\$ 159,331</b>	<b>\$ 698,459</b>	<b>\$ 1,900,000</b>	<b>\$ 2,595,000</b>	<b>\$ 95,000</b>	<b>\$ 1,107,000</b>	<b>\$ 7,507,000</b>	<b>\$ 10,135,000</b>	<b>\$ 5,689,000</b>	<b>\$ 919,000</b>	<b>\$ 120,000</b>	<b>\$ 2,120,000</b>	<b>\$ 32,187,000</b>
<b>Grants</b>													
Beneficial Baylands - Subaward to SFEI	\$ 83,212	\$ 268,723	\$ 895,000	\$ 895,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,790,000
Kellogg Resiliency	\$ 1,037,939	\$ 3,412,559	\$ 4,800,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,800,000
Nitrogen Removal - Phase 1	\$ -	\$ 1,999,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ocean Protection Council - Solano Bayshore	\$ -	\$ 100,000	\$ 1,291,713	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,291,713
OPR Solano Bayshore Resiliency	\$ 62,232	\$ 222,956	\$ 295,639	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,639
School St. Reconstruction	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
<b>Grants Total</b>	<b>\$ 1,183,383</b>	<b>\$ 6,003,238</b>	<b>\$ 8,282,352</b>	<b>\$ 2,895,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,177,352</b>
<b>Drainage Maintenance</b>													
Chipman Flood Station Rehabilitation	\$ -	\$ -	\$ 150,000	\$ 830,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 980,000
Drainage Maintenance Master Plan	\$ -	\$ 10,000	\$ 550,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Main St. and Mulberry Flood Stations Rehabilitation	\$ -	\$ -	\$ 150,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000
<b>Drainage Maintenance Total</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 850,000</b>	<b>\$ 1,530,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,380,000</b>
<b>Debt</b>													
Crystal Pump Station Generator/ATS	\$ -	\$ -	\$ 150,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Electrical Replacement Project - 12kV Distribution	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,000,000	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500,000
Electrical Replacement Project - Phase III	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,200,000	\$ 3,225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,775,000
Suisun Force Main Rehabilitation	\$ -	\$ -	\$ 31,863,844	\$ 22,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,863,844
<b>Debt Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,863,844</b>	<b>\$ 23,000,000</b>	<b>\$ 3,550,000</b>	<b>\$ 11,225,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 69,638,844</b>
<b>City of Suisun City R&amp;R Reserve</b>													
City of Suisun City Collection System Repair & Rehabilitation	\$ 1,270,000	\$ 365,000	\$ -	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 1,270,000	\$ 11,430,000
<b>City of Suisun City R&amp;R Reserve Total</b>	<b>\$ 1,270,000</b>	<b>\$ 365,000</b>	<b>\$ -</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 1,270,000</b>	<b>\$ 11,430,000</b>
<b>City of Fairfield R&amp;R Reserve</b>													
City of Fairfield Collection System Repair & Rehabilitation	\$ 4,490,000	\$ 300,000	\$ 3,560,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000	\$ 20,030,000
<b>City of Fairfield R&amp;R Reserve Total</b>	<b>\$ 4,490,000</b>	<b>\$ 300,000</b>	<b>\$ 3,560,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 1,830,000</b>	<b>\$ 20,030,000</b>
<b>Total</b>	<b>\$ 11,773,661</b>	<b>\$ 16,167,249</b>	<b>\$ 63,609,778</b>	<b>\$ 51,765,902</b>	<b>\$ 19,191,100</b>	<b>\$ 22,019,800</b>	<b>\$ 20,997,100</b>	<b>\$ 20,642,900</b>	<b>\$ 24,961,700</b>	<b>\$ 16,549,000</b>	<b>\$ 15,749,900</b>	<b>\$ 20,641,301</b>	<b>\$ 276,128,481</b>

## GLOSSARY

**1965 Agreement** – A formal agreement between the Fairfield-Suisun Sewer District and cities of Fairfield and Suisun City which governs ownership, maintenance, and funding responsibilities for collection system assets in the District’s service area.

**Accrual Basis of Accounting** – The basis of accounting for the Annual Comprehensive Financial Report as required by the Governmental Accounting Standards Board. Accrual basis accounting recognizes revenues when services have been rendered or expenses have been incurred.

**Appropriation** – Legal authorization to make expenditures and to incur obligations for specific purposes.

**Balanced Budget** – Because the District is dependent on long-term financial planning, no attempt is made to balance revenues and expenses in any one year. To the District, a balanced budget means reserve targets are achieved over the long-term financial forecast.

**Budget** – The District’s budget runs from July 1 to June 30.

**California Employers Pension Prefunding Trust (CEPPT 115 Trust)** – A trust fund (under Internal Revenue Code §115) that allows California public employers to prefund and invest money today to pay for future pension contributions owed to defined-benefit retirement plans.

**California Water Environment Association (CWEA)** – A professional organization for wastewater professionals.

**Capital Expenditures** – Non-operating expenses for the District. Capital expenditures are significant expenses captured in the Major Maintenance and CIP budget and forecast schedules.

**Cash Basis** – The basis used to prepare the District’s budget, which projects revenues and expenses based on when cash is received or disbursed and provides a better estimate of reserves.

**Closed Caption Television (CCTV)** – Using remote controlled camera transporters to inspect, assess, and survey pipelines.

**Consumer Price Index (CPI)** – A price index used to measure the average change in prices of goods and services purchased by households over time. It serves as a key indicator of inflation and is used to gauge changes in the cost of living for consumers.

**Cost of Service and Rate Study** – A report created by a third party at least every five years to develop a multi-year financial plan, review the cost of District services, review rate structures, and propose a rate program.

**Debt Service** – The payment of principal and interest on long term debt or loans.

**Fiscal Year (FY)** – A 12-month period (July 1 – June 30) to which the Budget applies and at the end of which the District reviews its financial position and result of operations.

**Fund** – A mechanism to track financial activity used for accounting and budget reports.

**National Pollution Discharge Elimination System (NPDES)** – The District’s most important permit. The NPDES permit program addresses water pollution by regulating point sources that discharge pollutants to waters of the United States.

**Net Position** – The difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources. For budgeting, net position is meant to represent the amount of cash reserves available to commit to current and future expenses.

**Operating Expense** – Expenses related to the organization’s primary activities, other than debt service and Major Maintenance & CIP. For example, salaries, benefits, professional services, and supplies are all examples of Operating Expenses.

**Reserve** – An amount of net position designated for a specific purpose. For example, the Operating Reserve designates 25 percent of the District’s net position to be set aside for operating expenses.

**State Revolving Fund (SRF) Loan** – Low-cost financing offered through the State Water Resources Control Board.



*Fairfield-Suisun Sewer District*

# RESOLUTIONS

## FAIRFIELD-SUISUN SEWER DISTRICT RESOLUTION NO. 2026-11

### A RESOLUTION APPROVING REVISED FISCAL YEAR 2025-26 REVENUE AND EXPENSE PROJECTIONS AND ADOPTING THE FISCAL YEAR 2026-27 BUDGET AND LONG-TERM FINANCIAL PLAN

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

1. The District hereby adopts the estimated revenues, expenses and transfers for all funds and reserves for Fiscal Year 2025-26, which are attached hereto and made a part thereof.
2. The District hereby adopts the Proposed Budget for Fiscal Year 2026-27 and Long-Term Financial Plan, attached hereto and made a part hereof, as an operating guideline for the scheduling and financing of future capital projects and debt issuance, provided that all projects and debts are subject to subsequent Board approval.
3. The General Manager, or their designee, is hereby authorized to make administrative adjustments to the adopted budget.
4. The General Manager is hereby authorized and directed to amend the FY 2026-27 Budget when the Solano Stormwater Alliance budget is adopted.
5. The General Manager is hereby authorized and directed to allocate net operations revenue to the District’s reserves in accordance with the District’s reserve policy.
6. 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.
7. The District finds that the activities authorized herein are statutorily or categorically exempt under one or more of the following CEQA Guidelines: 15378 (The activity is not a “project” as defined in Section 15378); 15061(b)(3) (It can be seen with certainty that there is no possibility that this activity may have a significant effect on the environment); 15378(b)(4) (Government fiscal activities which do not involve any commitment to any specific project); 15262 (Feasibility and Planning Studies); and 15306 (Information Collection). Staff is hereby authorized to file a Notice of Exemption under CEQA Guidelines 15062.

PASSED AND ADOPTED this 18th day of May 2026, by the following vote:

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

President

ATTEST:

\_\_\_\_\_  
District Clerk



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Pay Rate Schedule

**Recommendation:** Adopt Resolution 2026-12, Pay Rate Schedule

**Background:** The California Public Employers' Retirement System adopted California Code Regulations (CCR) 570.5 to enhance disclosure and transparency of public employee compensation, in response to the past pay and benefit abuses of some government agencies. CCR 570.5 specifies that the Pay Rate Schedule be duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws.

District Resolution No. 97-27 approves a cost-of-living increase to be applied to District pay rates to become implemented starting with the first full pay period following July 1. Per Resolution No. 97-27, "the percentage change in salary schedule shall not be less than 2% nor more than 6%" based on the Clerical Workers Consumer Price Index (CPI-W) for the twelve months ending April. The CPI-W change for the twelve months ended April 2026 is 3.25%. With every update, the District posts the Pay Rate Schedule on its website.

**Discussion:** To recruit and retain a qualified workforce, the District strives to offer competitive salaries. To remain competitive and to keep appropriate pay differentials between positions, the District annually adjusts salaries for cost-of-living for all employees. There are no position changes to the Pay Rate Schedule.

**Fiscal Impact:** The changes to the Pay Rate Schedule were anticipated and have been included in the District budget presented at this May 18, 2026 Board of Directors meeting.

Attachment: 1 – Resolution No. 2026-12  
2 – Pay Rate Schedule

FAIRFIELD-SUISUN SEWER DISTRICT  
RESOLUTION NO. 2026-12

**A RESOLUTION ADOPTING A PAY RATE SCHEDULE**

WHEREAS, this Resolution is necessary to comply with the requirements added under California Code of Regulations, (CCR) Title 2, Section 570.5 relating to adopting and posting requirements of publicly available pay schedules; and,

WHEREAS, the Fairfield-Suisun Sewer District (District) supports open and transparent reporting of employee compensation; and,

WHEREAS, the District adopted Resolution 2013-07A establishing the Pay Rate and each subsequent year adjusted the pay by the cost-of-living on July 1 in accordance with Resolution 97-27; and,

WHEREAS, the District has a standard practice to publish the current pay schedule on the District website and has maintained the Pay Rate Schedule on the website.

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

1. The District hereby adopts the attached Pay Rate Schedule. This schedule includes the position title for every employee position, the pay rate for each position, and the time base for each pay rate.
2. This District complies with the requirements of CCR Title 2, Section 570.5 relating to adopting and posting requirements of publicly available pay schedules.
3. The General Manager is authorized and directed to take all steps necessary and proper to implement this resolution.

PASSED AND ADOPTED this 18th day of May 2026, by the following vote:

AYES: Directors \_\_\_\_\_

NOES: Directors \_\_\_\_\_

ABSTAIN: Directors \_\_\_\_\_

ABSENT: Directors \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST: \_\_\_\_\_  
District Clerk

Attachment: Pay Rate Schedule



## FAIRFIELD-SUISUN SEWER DISTRICT

### Pay Rate Schedule

*Effective July 13, 2026 in accordance with Resolution No. 2026-12*

Class Code	Class Title	FLSA	Bottom Hourly Salary	Top Hourly Salary
43300	Accountant	X	\$58.37	\$72.98
53400	Administrative Specialist	N	\$43.71	\$54.61
45200	Assistant Engineer	N	\$63.47	\$79.34
45300	Associate Engineer	X	\$74.89	\$93.47
13700	Director of Administrative Services	X	\$102.63	\$127.63
14700	Director of Environmental Services	X	\$102.63	\$127.63
11700	Director of Operations & Maintenance	X	\$102.63	\$127.63
42200	Electrical & Instrumentation Technician I	N	\$46.75	\$58.44
42300	Electrical & Instrumentation Technician II	N	\$61.68	\$77.10
42400	Electrical & Instrumentation Technician Senior	N	\$69.41	\$86.75
25600	Engineering Manager	X	\$96.62	\$120.76
45301	Engineering Technician/Inspector	N	\$50.05	\$69.96
53300	Finance Technician	N	\$51.90	\$64.86
17700	General Manager/District Engineer*	X	\$0.00	\$168.50
35301	GIS Coordinator	X	\$64.88	\$81.11
23600	Human Resources Manager	X	\$92.16	\$102.40
53301	Human Resources Technician	N	\$51.90	\$64.86
23601	Information Technology Manager	X	\$92.16	\$102.40
45100	Junior Engineer	N	\$51.87	\$64.82
46300	Laboratory Analyst	N	\$59.64	\$74.55
46400	Laboratory Analyst Senior	N	\$65.18	\$81.50
26600	Laboratory Manager	X	\$92.16	\$102.40
46200	Laboratory Technician	N	\$45.20	\$56.50
22600	Maintenance Manager	X	\$92.16	\$102.40
42201	Maintenance Mechanic I	N	\$45.20	\$56.50
42301	Maintenance Mechanic II	N	\$59.64	\$74.55
42401	Maintenance Mechanic Senior	N	\$65.18	\$81.50
32500	Maintenance Supervisor	X	\$82.22	\$91.37
33500	Management Analyst	X	\$65.67	\$82.08
21600	Operation Manager	X	\$92.16	\$102.40
31500	Operations Supervisor	X	\$82.22	\$91.37
43301	Procurement Specialist	N	\$59.64	\$74.55
24600	Regulatory Compliance Manager	X	\$92.16	\$102.40
33400	Senior Accountant	X	\$65.67	\$82.08
35400	Senior Engineer	X	\$88.36	\$109.79
45400	Senior Engineering Technician/Inspector	N	\$64.36	\$80.44
42302	Utility Worker	N	\$32.88	\$41.09
41200	Wastewater Plant Operator	N	\$45.20	\$56.50
41300	Wastewater Plant Operator Lead	N	\$59.64	\$74.55
41400	Wastewater Plant Operator Senior	N	\$65.18	\$81.50

\* Per Contract



## FAIRFIELD-SUISUN SEWER DISTRICT

May 18, 2026

### AGENDA REPORT

TO: Board of Directors

FROM: Kyle Broughton, Senior Engineer

SUBJECT: Approve Project; Reject All Bids Received & Rebid the Project; and Authorize the General Manager to Award Construction and Engineering Services During Construction Contracts for Lopes Road Lift Station Improvements

#### **Recommendation:**

Adopt Resolution No. 2026-13 to:

1. Reject All Bids Received on April 23, 2026, allowing Staff to Rebid the Project.
2. Authorize General Manager to adopt plans and specifications for the Lopes Road Lift Station Improvements Project once the bid documents are revised.
3. Authorize the General Manager to Award a Construction Contract to the lowest, responsive, responsible bidder upon successful rebid.
4. Authorize the General Manager to Award an Engineering Services During Construction Contract with Carollo Engineers in the amount of \$279,770.

**Background:** The District updated its Wastewater Collection System Master Plan in 2020, which identified the need for capacity upgrades at the Lopes Road Lift Station—originally built in the mid-1980s—to accommodate projected future peak flows. 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 significant mechanical and electrical equipment renewal and replacement needs. The proposed improvements also include piping modifications and permanent bypass pump connections for operational resiliency.

Final design documents for the proposed improvements were completed, and Notice Inviting Bids was issued on March 11, 2026. Six (6) bids for construction were received on April 23, 2026, all of which were within the available project budget.

**Discussion:** During staff’s review of the bids, five (5) of the six (6) bids were deemed responsive, however, all of the responsive bids named an emergency generator that the

Approve Project; Reject All Bids Received & Rebid the Project; and Authorize the General Manager to Award Construction and Engineering Services During Construction Contracts for Lopes Road Lift Station Improvements

May 18, 2026

Page 2 of 2

District finds to be inconsistent with the design intention to meet Bay Area Air District emissions requirements without risk of nuisance engine shutdown. District staff reviewed the contract documents and determined there were ambiguities in the generator technical specifications that could be interpreted to allow the proposed generator, which was likely the reason all responsive bidders named the less costly generator. Staff have contacted the apparent low bidder and the generator supplier for clarification but have not received clarifying information. This is adequate cause to reject all bids, revise the technical specifications, and rebid the project.

The District issued a competitive Request for Proposals for professional engineering services in June 2024 and Carollo Engineers was previously awarded contracts for Preliminary Design and Final Design Services. District staff recommends moving forward with Carollo Engineers with a contract for Engineering Services During Construction in the amount of \$279,770 to complete the project.

The electrical equipment and backup generator procurement lead time are estimated to be over one (1) year after award of a construction contract. It is recommended that the project be awarded by end of June 2026 to complete the project by the end of the 2027 dry season. Therefore, staff is recommending that the Board reject all bids received on April 23, 2026, allowing staff to rebid the project; and authorize the General Manager to award a construction contract to the lowest, responsive, responsible bidder, up to the total budgeted construction cost of \$3.7 million. This approach would avoid deferring award of the construction project until the end of July 2026 and potentially delaying construction completion into 2028.

**Fiscal Impact:** The District budgeted \$600,000 in FY 2025-26 for the final design. And budgeted and additional \$4,000,000 in FY 2026-27 and 2027-28 to carry out construction. Adequate funds are available for the final design effort in the approved budget.

Attachment: 1 – Resolution No. 2026-13 – A Resolution Rejecting all Bids Received and Authorizing Project to be Rebid, and Authorizing the General Manager to Execute an Agreement for Professional Engineering Services for the Lopes Road Lift Station Improvements Project  
2 – Agreement for Professional Engineering Services for the Lopes Road Lift Station Improvements

**FAIRFIELD-SUISUN SEWER DISTRICT**

## RESOLUTION NO. 2026-13

**A RESOLUTION REJECTING ALL BIDS RECIVED AND AUTHORIZING PROJECT TO BE REBID, AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE LOPES ROAD LIFT STATION IMPROVEMENTS PROJECT**

WHEREAS, the Fairfield-Suisun Sewer District (“District”) has completed design of the Lopes Road Lift Station Improvements Project, and has let the project for formal bidding; and

WHEREAS, the District received six bids, but all bids included emergency generator equipment that does not comply with the design intent nor the project design documents; and

WHEREAS, the District’s design was intended to meet requirements of the Bay Area Air Quality Management District and to provide maximum operational flexibility for reliable sewer service; and

WHEREAS, efforts to re-bid the project may jeopardize the project’s ability to be completed before the Winter of 2027, due to electrical components that have long lead times, and staff have considered options for keeping the construction phase on schedule; and

WHEREAS, the District has negotiated a contract for engineering services during construction with Carollo Engineers, Inc., the project design engineer, to continue to support the project during the construction phase.

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

1. All bids received for the Lopes Road Lift Station Improvements Project are hereby rejected, and staff are authorized to rebid the project.
2. The General Manager is hereby authorized to adopt plans and specifications for the Lopes Road Lift Station Improvements Project once the plans and specifications are ready for re-bid.
3. The General Manager is hereby authorized to award a contract to the lowest responsive, responsible bidder upon rebidding, not to exceed the budgeted construction cost of \$3.7 million.
4. The General Manager is hereby authorized to execute a Professional Services Contract with Carollo Engineers, Inc., for \$279,770 to provide engineering services during construction.
5. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 18th day of May 2026, by the following vote:

AYES: Directors \_\_\_\_\_

NOES: Directors \_\_\_\_\_

ABSTAIN: Directors \_\_\_\_\_

ABSENT: Directors \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
District Clerk

## CONTRACT FOR SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) is entered into as of \_\_\_\_\_, (“Effective Date”) between the FAIRFIELD-SUISUN SEWER DISTRICT (“District”) and Carollo Engineers, Inc. (“Contractor”).

### W I T N E S S E T H:

WHEREAS, the District desires to contract for Lopes Road Lift Station Improvements – Engineering Services During Construction which for the purposes of this Agreement shall be called “PROJECT,” and,

WHEREAS, Contractor is willing and qualified to provide the services desired;

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements set forth in this Agreement, the sufficiency of which is acknowledged, the parties agree as follows:

#### I. DUTIES OF CONTRACTOR

- A. Contractor shall provide services required for the PROJECT as described in the Scope of Work, attached to and incorporated into this Agreement as Exhibit “A”.
- B. Contractor agrees that Contractor and all of Contractor’s employees and subcontractors hold, have obtained, and shall continue to maintain during the course of this Agreement, all licenses or other statutorily mandated certifications requisite to the performance of the PROJECT as may be required in the State of California, if any. Failure of Contractor, its employees and subcontractors to obtain and/or maintain in good standing such licenses or certification shall constitute a breach of this Agreement and shall provide grounds for immediate termination thereof.
- C. Contractor shall perform the PROJECT work in such a manner as to fully comply with customary standards of care, including but not limited to professional quality, technical accuracy, timely completion, and the coordination of designs, drawings, specifications, reports, and other services furnished, work undertaken, and/or labor, materials, tolls, equipment, transportation services and other items provided by Contractor to complete the PROJECT pursuant to this Agreement.
- D. The District’s approval of drawings, designs, specifications, reports, and incidental engineering work or other services or materials furnished by Contractor under this Agreement shall not relieve Contractor of responsibility for the technical adequacy of its work. Neither the District’s review, approval or acceptance of, nor payment for, any of the services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

- E. Contractor shall not be relieved of any of the obligations or covenants contained in this Agreement until the tasks as set forth in Exhibit "A" have been completed. It is agreed between Contractor and the District that those provisions of this Agreement which by their nature continue beyond expiration or earlier termination of the Agreement, including but not limited to Sections VIII, X(F), and X(G), shall continue beyond such expiration or termination.
- F. As required under California Government Code Section 1096.7(c)(1), the Contractor's duties and services under this agreement shall not include preparing or assisting the District with any portion of the District's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the District. The District shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this Project. Contractor's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor shall cooperate with the District to ensure that all bidders for a subsequent contract on any subsequent phase of this Project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this Agreement.

## II. DUTIES OF DISTRICT

The District, without cost to Contractor, will provide pertinent information reasonably available to it, which is necessary for performance by Contractor under this Agreement, including previous reports and data relative to the PROJECT. The District does not guarantee or ensure the accuracy of any reports, information, and/or data so provided. Contractor will use its professional judgment in the review and use of data so provided. However, Contractor will not be liable for any error or omission in any data furnished by the District and used by Contractor which could not reasonably be discovered by Contractor. To this extent Contractor is entitled to rely on data provided by the District.

## III. COMPENSATION OF CONTRACTOR

A. Basis of Compensation: The District will pay Contractor for services provided under this Agreement on a time and material basis with a maximum fee not to exceed Two Hundred Ninety Seven Thousand Seven Hundred DOLLARS (\$279,770) in accordance with the Fee Schedule or Bid Schedule attached to and incorporated into this Agreement as Exhibit "B". When compensation is determined using hourly rates of Contractor's personnel and equipment assigned to the work, Contractor rates may be adjusted annually if proposed by Contractor and approved by the District. Such rate adjustments shall not exceed five percent (5%) annually.

B. Change in Scope of Work: Adjustment in compensation for changes in scope of work authorized in writing by the General Manager of the District shall be based

on the Fee Schedule, Bid Schedule, firm prices quotations, and/or rates set forth and attached as Exhibit "B." Changes in scope of work so authorized shall not exceed twenty percent of the total maximum fee. No payment shall be made for changes unless authorized in writing by the District.

- C. Monthly Payment to Contractor: Upon submission of an invoice by Contractor, and upon approval of the District's authorized representative, the District will pay Contractor monthly in arrears for fees and expenses incurred up to the maximum amount reflected in Exhibit "B". The District will issue payment within thirty (30) calendar days after receipt of an invoice from Contractor, provided that all invoices are accompanied by cost documentation determined to be sufficient by the District to allow the determination of the reasonableness and accuracy of the invoice. If a payment dispute arises between the parties, Contractor shall provide to the District full and complete access to Contractor's project labor cost records and other direct project related cost data, and copies thereof if requested by the District.
- D. Notification at 75% of Maximum Fee: Contractor shall notify the District when the costs incurred for the PROJECT work total approximately seventy-five percent (75%) of the maximum fee. With the notification, Contractor shall indicate whether the sum of the current costs incurred plus the estimated total cost to complete the task or tasks set forth in the Scope of Work, Exhibit "B," shall be greater or less than the maximum fee. Receipt by the District of said notification that the cost for completion of all tasks shall exceed the established maximum fee, will not constitute an approval or authorization to increase the established maximum fee or a waiver of any rights which the District may have under this Agreement.
- E. Cost of Rework: Contractor shall, at no cost to the District, prepare any necessary rework occasioned by Contractor's failure to provide services required for the PROJECT as described in Exhibit "A" in a satisfactory manner, due to any act or omission attributable to Contractor, or its agents, including subcontractors. Nothing in this subsection is intended to limit the liability of Contractor for damages which might arise from Contractor's negligence, willful misconduct, or breach of the covenants set forth in this Agreement.
- F. Markup Allowances: Markup allowances apply only to services provided on a time and materials basis. Contractor may markup Subcontractor and Sub-consultant costs by no more than 5%. Other Direct Costs (reproduction, delivery, mileage, travel expenses, other services) will be billed at cost. Any applicable markups for professional services overhead, including equipment and communication expenses, shall be included in labor hourly rates

#### IV. TERM OF AGREEMENT

- A. The term of this Agreement shall begin on the Effective Date and end on the date when the tasks set forth in Exhibit A have been completed or the Agreement is otherwise terminated in accordance with Article VI.
- B. Contractor agrees to immediately and diligently proceed with the Scope of Work and satisfactorily complete the PROJECT within the prescribed time as set forth in Exhibit A.

#### V. CONTRACTOR'S ASSIGNED PERSONNEL

Contractor designates Richard Gutierrez to act as Project Manager for the performance of the work and for all matters relating to performance under this Agreement.

Substitution of these assigned personnel will require the prior written approval of the District.

If the District determines that a proposed substitution is not acceptable, then, at the request of the District, Contractor shall substitute with a person acceptable to the District.

No subcontract shall be awarded, or an outside consultant engaged, by Contractor, unless Contractor has made written request to use such subcontractor or outside consultant and its request has been approved in writing by the District. No additional approval shall be required for subcontracting with or engagement of a subcontractor or outside consultant identified in Exhibit "A." The written approval of the District resulting in the use of or engagement of a subcontractor or outside consultant does not relieve Contractor of the obligations or covenants set forth in this Agreement.

#### VI. TERMINATION

- A. The District may terminate this Agreement at any time, with or without cause, upon 30 day's written notice to Contractor.
- B. The District may terminate this Agreement immediately upon notice of Contractor's malfeasance. If the District terminates this Agreement pursuant to this subsection, nothing set forth in this Agreement is intended to require the District to compensate Contractor for any services which may be claimed to have been provided or be in progress if the District reasonably concludes that further compensation is unwarranted.
- C. Upon receipt of a termination notice, or in the event that Contractor ceases performing services under this Agreement or otherwise abandons the PROJECT prior to completing all of the services described in the Scope of Work, Contractor

shall: (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) deliver or otherwise make available to the District all data, information, and materials as Contractor may have prepared or developed in performing this Agreement, whether completed or in process, including, but not limited to, drawings, specifications, reports, estimates, summaries, software, and electronic files of all deliverables.

D. Following termination, the District will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Agreement unless Contractor is in default of this Agreement.

E. Upon termination, Contractor's sole right and remedy shall be to receive payment for all amounts due and not previously paid to Contractor for services completed or in progress in accordance with the Agreement prior to the date of receipt of notice of termination and for services thereafter completed at the request of the District and any other reasonable cost incidental to such termination of services. Such payments available to Contractor under this subsection shall not include costs related to lost profit associated with the expected completion of the work or other such payments relating to the benefit of the bargain.

## VII. INDEMNITY

To the fullest extent allowed by law, Contractor agrees to indemnify, defend, and hold harmless the District and its officers, officials, employees, and volunteers from and against any and all claims, demands, costs, or liability, including litigation costs and reasonable attorney's fees incurred, that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor, its employees or agents in the performance of services under this Agreement, but this indemnity does not apply to liability for damages arising from the sole negligence, active negligence, or willful acts of the District. This duty of Contractor includes the duty of defense and is subject to any limit provided for in Civil Code Section 2782.8(a) of the cost to defend charged to Contractor. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement. This duty to indemnify shall not be waived or modified by contractual agreement or acts of the parties.

Submission of insurance certificates or submission of other proof of compliance with the insurance requirements of this Agreement does not relieve Contractor from liability under this indemnification section. The obligations of this indemnification section shall apply whether or not such insurance policies have been determined to be applicable to any of such damages or claims for damages.

## VIII. INSURANCE

Without limiting Contractor's obligation to indemnify the District, The policy shall remain in full force and effect for no less than 5 years following the completion of work under this Contract

Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise out of or in connection with the performance of the work under this Agreement by Contractor, its agents, representatives, or employees.

### A. MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, Workers' Compensation and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to Contractor's profession, with limit no less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.

If Contractor maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District. No representation is made that the minimums shown above are sufficient to cover the indemnity or other obligations of the Contractor under this Agreement.

## B. OTHER INSURANCE PROVISIONS

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status.** The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).
2. **Primary Coverage.** For any claims related to this Agreement, **Contractor's insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 12 19 as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of Contractor's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.
3. **Umbrella or Excess Policy.** Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this Agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until Contractor's primary and excess liability policies are exhausted.
4. **Notice of Cancellation.** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Entity
5. **Waiver of Subrogation.** Contractor hereby grants to the District a waiver of any right to subrogation which any insurer of Contractor may acquire against the District by virtue of the payment of any loss under such insurance. **Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation**, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer. The Workers' Compensation Policy shall be endorsed with a

waiver of subrogation in favor of the District for all work performed by the Contractor, its employees, agents, and subcontractors.

6. **Self-Insured Retentions.** Self-insured retentions must be declared to and approved by the District. The District may require Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) that exceeds \$50,000 unless approved in writing by the District. Any and all SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. The District may deduct from any amounts otherwise due Contractor to fund the SIR. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR. The District reserves the right to obtain a copy of any policies and endorsements for verification.
7. **Acceptability of Insurers.** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.
8. **Verification of Coverage.** Contractor shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this **clause and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements.** All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Contractor's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. The District may withhold payment to Contractor until Contractor provides complete insurance certificates and endorsements satisfactory to the District.
9. **Subcontractors.** Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that District is an additional insured on insurance required from subcontractors.

10. **Duration of Coverage.** CGL & Excess liability policies for any construction related work, including, but not limited to, maintenance, service, or repair work, shall continue coverage for a minimum of 5 years for Completed Operations liability coverage. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
11. **Claims Made Policies (for Professional Liability).** If any of the required policies provide claims-made coverage:
- a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
  - b. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
  - c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, Contractor must purchase “extended reporting” coverage for a minimum of five years after completion of work.

## IX. DEFAULT

- A. If Contractor defaults in Contractor’s performance, the District shall promptly notify Contractor in writing. If Contractor fails to cure a default within 30 days after notification, or if the default requires more than 30 days to cure and Contractor fails to commence to cure the default within 30 days after notification, then the District may immediately terminate this Agreement at the District’s sole discretion.
- B. If Contractor fails to cure default within the specified period of time, the District may elect to cure the default and any expense incurred shall be payable by Contractor to the District. The Agreement may be immediately terminated at the District’s sole discretion.
- C. If this Agreement is terminated because of Contractor's default, the District shall be entitled to recover from Contractor all damages allowed by law.

## X MISCELLANEOUS TERMS AND CONDITIONS

### A. ASSIGNMENT

Contractor shall not assign any rights or duties under this Agreement to a third party without the prior written consent of the District.

### B. INDEPENDENT CONTRACTOR

1. Contractor is an independent contractor and not an agent, officer or employee of the District. The parties mutually understand that this Agreement is between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
2. Contractor shall have no claim against the District for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.
3. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.
4. Contractor shall indemnify and hold the District harmless from any liability which the District may incur because of Contractor's failure to pay such obligations nor shall the District be responsible for any employer-related costs not otherwise agreed to in advance between the District and Contractor.
5. As an independent contractor, Contractor is not subject to the direction and control of the District except as to the final result contracted for under this Agreement. the District may not require Contractor to change Contractor's manner of doing business, but may require redirection of efforts to fulfill this Agreement.
6. Contractor may provide services to others during the same period Contractor provides service to the District under this Agreement.
7. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.
8. As an independent contractor, Contractor shall indemnify and hold the District harmless from any claims that may be made against the District based on any contention by a third party that an employer-employee relationship exists under this Agreement.

9. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid under this Agreement.

#### C. PROPRIETARY MATERIAL

The District does not authorize the impermissible use of any patent or the impermissible reproduction of any copyrighted material by Contractor in the performance of this Agreement. Contractor is solely responsible for any such use.

#### D. WAIVER

Any failure of a party to assert any right under this Agreement shall not constitute a waiver or a termination of that right, under this Agreement or any of its provisions.

#### E. NONDISCRIMINATION

1. In rendering services under this Agreement, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.
2. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

#### F. OWNERSHIP AND CONFIDENTIALITY OF DOCUMENTS

The District shall be the owner of and shall be entitled to possession of all rights, title, royalties and interest to and in all work product of Contractor resulting from its performance under this Agreement, including, but not limited to, drawings, specifications, data, reports, estimates, software, summaries, electronic files of all deliverables, and any other such information and materials as may be prepared or developed by Contractor in performing work under this Agreement, whether complete or in progress and none shall be revealed, disseminated, or made available by Contractor to others without prior consent of the District. If this Agreement is terminated in accordance with Section VI, Contractor shall deliver such documents within two weeks of receipt of a termination notice.

It is understood that Contractor's work product is prepared for this specific Project. Any use of such work product by the District for a different project without Contractor's written approval shall be at the District's risk. Any use by

District of an incomplete work product without Contractor's written approval shall be at District's risk.

"Confidential Information" as used in this Agreement shall mean (a) information concerning the District's business, property or technology, is confidential in nature and not generally known to the public, and is disclosed by the District to Contractor in connection with the PROJECT; and (b) any information received from the District that may be made known to Contractor to treat as confidential or proprietary, including information designated as "Confidential" (or with some other similar legend) or identified as confidential at the time of disclosure or is of a nature that should be considered confidential based on the circumstances surrounding the disclosure.

Contractor shall not disclose any Confidential Information of the District to any third party (other than to its employees and representatives as provided for in this Agreement), and shall only use Confidential Information of the District in connection with the PROJECT. Contractor will treat all Confidential Information with the same degree of care as it accords its own confidential information, but in no case less than reasonable care. Contractor will disclose Confidential Information only to those of its employees and representatives who need to know such information and who are bound by confidentiality obligations that are similar to those which protect the Confidential Information.

Contractor's obligations under this section shall not apply to Confidential Information that is (a) in the public domain or known in the trade at or subsequent to the time communicated to Contractor by the District through no fault of Contractor; (b) rightfully in Contractor's possession free of any obligation of confidentiality at or subsequent to the time communicated to Contractor by the District; (c) received from a third party who rightfully disclosed it to Contractor without restriction on its subsequent disclosure; (d) developed by employees or agents of Contractor independently of and without reference to any Confidential Information communicated to Contractor by District or approved for release in writing by the District. In addition, any disclosure of any portion of Confidential Information either (i) in response to a valid order by a court or other governmental body, or (ii) otherwise required by law, shall not be considered to be a breach of this Agreement or a waiver of confidentiality for other purposes; provided, however, that, to the extent legally permissible and reasonably possible, Contractor shall provide prompt prior written notice thereof to District to enable District (at its sole expense) to seek a protective order or otherwise prevent such disclosure.

This section will remain in full force and effect until such time the Confidential Information is no longer considered by the District to be confidential. Upon the District's written request, Recipient shall, at its sole election, return or destroy all Confidential Information received under this Agreement. Notwithstanding the foregoing, nothing shall require the alteration, modification, deletion or destruction of back-up tapes or other back-up media made in the ordinary course

of business, provided that said backup tapes or other back-up media shall be stored in a manner that prevents unauthorized access or use of Confidential Information.

#### G. EXAMINATION OF RECORDS

Contractor agrees that the District will have access to and the right to examine any directly pertinent books, documents, papers, and records of any and all transactions relating to this Agreement at any time after the inception of the Agreement upon reasonable notice.

#### H. SCOPE OF AGREEMENT

This writing constitutes the entire Agreement between the parties relative to Contractor's services on the PROJECT, and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement.

#### I. NOTICES

All notices from one party to the other shall be in writing and delivered or mailed to such party at its designated address as follows, or sent via facsimile transmission to such telephone number indicated as follows. Such notices shall be deemed to have been made: (1) when hand delivered; (2) as indicated by certified mail receipt; (3) five days after mailing by first class mail; or (4) as indicated on facsimile transmission receipt, if facsimile transmission is followed by prompt certified or first class mailing or hand delivery.

DISTRICT:                    Fairfield-Suisun Sewer District  
                                  1010 Chadbourne Road  
                                  Fairfield, CA 94534-9700  
                                  Phone (707) 429-8930  
                                  Fax (707) 429-1280

CONSULTANT:                Carollo Engineers, Inc.  
                                  2880 Gateway Oaks Drive, Suite 300  
                                  Sacramento, CA 95833  
                                  Phone (915) 565-4888  
                                  Fax N/A

#### J. APPLICABLE LAWS

Contractor shall perform this Agreement in accordance with all applicable federal, state, and local laws and regulations. This Agreement shall be construed in accordance with California law. Venue concerning any dispute shall be in Solano County.

Contractor and any subcontractors shall comply with the provisions of Labor Code Sections 1770 et seq., if applicable.

**K. EXECUTION IN COUNTERPARTS**

This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument, it being understood that all parties need not sign the same counterpart. In the event that any signature is delivered by facsimile or electronic transmission (e.g., by e-mail delivery of a ".pdf" format data file), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or electronic signature page were an original signature.

IN WITNESS the parties have executed this Agreement on the day first above-written.

**FAIRFIELD-SUISUN SEWER DISTRICT:**

\_\_\_\_\_  
Signature

Jordan Damerel  
General Manger/District Engineer

**CAROLLO ENGINEERS, INC.:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**Exhibit A**  
**Scope of Services**  
**Carollo Engineers, Inc.**  
**(ENGINEER)**  
**Fairfield-Suisun Sewer District (FSSD)**  
**(OWNER)**  
**ENGINEERING SERVICES DURING CONSTRUCTION**  
**for**  
**LOPES RD IMPROVEMENTS PROJECT**

## **PURPOSE**

The purpose of this document is to define ENGINEER's scope of services and time of completion. The services provided by ENGINEER shall be generally defined as engineering services during construction (ESDC) for the Project. Major project elements include: Lopes Rd Lift Station (LRLS) structural, process/mechanical, electrical rehabilitation and improvements. Major elements include replacement of submersible pumps and associated valve vault piping and appurtenances, replacement of the electrical cabinet and included PLCs and VFDs, replacement of the onsite backup power generator, and miscellaneous concrete/asphalt site improvements. The scope of services is based on a total construction period of 500 calendar days, however with a significant 'pause' period between initial construction activities and submittals and onsite construction activities in 2027.

The scope of work includes the following tasks:

- Task 1 – Preconstruction Activities
- Task 2 – Construction Contract Administration & Engineering Assistance
- Task 3 – Construction Monitoring
- Task 4 – Contract Closeout Activities
- Task 5 – Bid Alternative 1: PG&E Generator Replacement

## **TASK 1 – PRECONSTRUCTION ACTIVITIES**

### **Task 1.1 – Administrative Setup**

ENGINEER will set up file system for the project which will include files, software, and administrative procedures. The filing system will be designed to provide an efficient archival of documents during and after construction.

ENGINEER will use the Bentley ProjectWise software platform to manage the construction documents internally. This includes organizing, tracking, filing, storing, retrieving, and managing paper and electronic correspondence, including letters, requests for information (RFIs), field memoranda and clarifications, submittals, contracts, reports, progress payments, extra work orders (EWO), and other relevant documentation. ENGINEER will track contract RFIs, extra work orders, submittals, design clarifications, field

orders, and other miscellaneous correspondence. This archive will serve as key resource for the construction phase, as well as future record of key project and site information for future use.

### Task 1.2 – Preconstruction Conference

ENGINEER and SUBCONSULTANT Beecher Engineering, Inc (BEI), will attend a preconstruction conference with the FSSD and the Contractor. The preconstruction conference is assumed to take place at 1010 Chadbourne Rd, with an optional site visit to review site conditions and discuss specific elements of the Work.

### Task 1.3 – Project Management

ENGINEER will coordinate with OWNER and SUBCONSULTANT to manage budget and prepare monthly project progress reports to summarize the project work progress, issues, and scope and budget status. Monthly progress reports will include:

- **Scope Report** - A narrative progress report of specific accomplishments during the reporting period, problems encountered or anticipated, and work scheduled for the next reporting period.
- **Cost Report** - A report that shows the current period and accumulated expenditures to date, and the approved not to exceed fee. The cost information will not be more than one month old and include allowance for unbilled costs. The cost report will include a separate accounting and detail of expenditures for any approved additional services.

## TASK 2 – CONSTRUCTION CONTRACT ADMINISTRATION & ENGINEERING ASSISTANCE

### Task 2.1 – Requests for Information and Design Clarifications

ENGINEER will respond to, log, and track the CONTRACTOR's requests for information (RFI) and provide clarifications of the Contract Documents. All RFI's will be logged and tracked.

ENGINEER will endeavor to provide written responses to the Contractor within seven (7) calendar days after receipt of each RFI in the ENGINEER's inbox (Section 02160 allows for 21 days). If the review cannot be performed within this seven (7) day calendar period, ENGINEER shall notify the OWNER.

It is estimated that the CONTRACTOR will issue approximately 40 formal RFI's and the ENGINEER (including SUBCONSULTANT BEI) will require an average of four (4) hours per request. An additional 96 hours is allotted for preparing Design Clarifications (DC's), 8 hours per clarification, including both ENGINEER and SUBCONSULTANT.

### Task 2.2 – Submittal Review and Tracking

ENGINEER shall receive, log, and track submittals, shop drawings and samples provided from the Contractor. ENGINEER shall review, comment on and forward review comments to the Contractor. Review by ENGINEER will determine whether equipment and materials proposed by the CONTRACTOR will meet the design intent of the Project and the requirements stipulated in the Contract Documents.

ENGINEER will provide review comments for each transmitted submittal in either a summary written response or by written comments directly on each copy of the submittal to the Contractor. ENGINEER will endeavor to complete review of submittal, provide comments and transmit package to the Contractor within fourteen (14) calendar days after receipt of each submittal in the ENGINEER's inbox (Section 01300 allows for 30 days). If the review cannot be performed within this fourteen (14) day calendar period, ENGINEER shall notify the OWNER and Contractor.

ENGINEER's review is not intended as acceptance of the Work if submittals deviate from the Contract Documents or contain errors, omissions, or inconsistencies, nor is the review intended to relieve CONTRACTOR of his full responsibility for performance as required by the Contract Documents, nor is the review intended to ensure or guarantee lack of errors, omissions or inconsistencies between the submittals and the Contract Documents.

It is estimated that approximately 60 original submittals and equipment operation and maintenance manuals will be submitted by the CONTRACTOR. This effort is anticipated to require approximately 240 hours of ENGINEER's and SUBCONSULTANT's effort, including review of the first resubmittal for fifty (50) percent of the original submittals, and second resubmittal for twenty-five (25) percent of the original submittals.

### **Task 2.3 – Weekly Construction Progress Meetings**

During the onsite construction portion of the work, weekly progress meetings are necessary to maintain continuing and effective dialogue between team members, and to keep the project on track. ENGINEER will attend weekly meetings discuss the general project schedule; three-week look ahead schedule; current, past, and potential issues; and outstanding items such as RFIs and submittals. This task assumes ENGINEER will attend up to 48 weekly Project Construction Progress Meetings. It is assumed the DISTRICT will host and administer the meetings and that the ENGINEER will attend meetings virtually using MS Teams or other conferencing software.

## **TASK 3 – CONSTRUCTION MONITORING**

### **Subtask 3.1 - Onsite Personnel & Field Visits**

The ENGINEER will be on site when needed. This task assumes the ENGINEER will make 4 site visits during and after, critical construction activities. SUBCONSULTANT BEI has included budget for up to 6 additional site visits. The ENGINEER will observe construction activities, and completed work, and will report to OWNER if any issues or discrepancies are observed.

### **Subtask 3.2 – Commissioning Support**

The ENGINEER will be on site to assist with startup and commissioning of the Work. This task assumes the ENGINEER will be onsite for 2 complete days to observe work related to the startup and commissioning of the pumping, piping, instrumentation, and electrical equipment. The ENGINEER will observe and record field notes, and will report to OWNER if any issues or discrepancies are observed.

### **Subtask 3.3 – Special Inspections and Testing**

#### **3.2.2 – Structural Observations**

The ENGINEER will provide structural observations for the shoring and concrete work as indicated in the contract documents. This includes special shoring for excavation work near the site perimeter wall as well as the new concrete foundations and equipment pads throughout the site. This task assumes one (1) Project Professional and one (1) Assistant Professional will each make 2 site visits during and after the work. Additionally, the Assistant Professional will prepare field notes for the OWNER's records.

## **TASK 4 – CONTRACT CLOSEOUT ACTIVITIES**

### **Subtask 4.1 - Walkthrough/Completion List**

When the Final Acceptance Testing is considered complete, a project walkthrough with the OWNER and Contractor will be scheduled to compile a completion punchlist. The completion punchlist will be provided to the Contractor, and items tracked to resolution.

### **Subtask 4.6 – Record Drawings & Closeout Documents**

The Contractor and ENGINEER shall maintain a current set of marked-up Contract Documents detailing field changes. Following Contract closeout, ENGINEER shall prepare one set of full-sized reproducible set of record drawings reflecting field changes noted by the Contractor. ENGINEER shall provide electronic copy of record drawings to OWNER in AutoCAD and PDF.

## **TASK 5 – BID ALTERNATE 1: PG&E TRANSFORMER REPLACEMENT**

The necessity and execution of this task will be dependent on the final design review, recommendations, and requirements of PG&E and execution of Bid Item No. 6 from the design documents.

### **Task 5.1 – Engineering Services and Review**

This task includes engineering services related to removal and replacement of the existing Pacific Gas & Electric (PG&E) transformer, supporting concrete equipment pad, and secondary conduit into the lift station site. In addition to relevant RFIs and submittal reviews associated with the work, Engineer services may additionally include direct or indirect coordination with PG&E design engineers and administrative personnel, or additional design clarifications dependent on the results of PG&E design requirements.

## **SCHEDULE**

The anticipated construction schedule for this project is somewhat unique in that it is expected Contractor mobilization and field activities may not occur until Summer 2027, approximately 12 months after the Notice to Proceed (NTP). However, RFIs, Submittals, potential Design Clarifications, and weekly meetings will start soon after NTP. ENGINEER will be available for all aspects of the ESDC work at any point during the approximate 500 days construction contract, and will allocate resources as needed based on the Contractor's choice of schedule.

## **BUDGET**

Attachment A provides an estimated breakdown of hours per task. Compensation shall not exceed a cost ceiling of \$279,700 for Tasks 1 through 5 without amendment of this scope of services.

ENGINEER shall submit monthly invoices to OWNER based on ENGINEER's actual labor and expenses accrued each month.

### General Assumptions

- Assumed sixty minutes per Construction Progress meeting with Design Manager in attendance, and a total 48 meetings.
- Monthly reports will be submitted approximately two weeks following the month, to allow time to process invoicing for the services performed.
- It is estimated that the record drawings will require approximately three hours per sheet, which includes drafting, quality control, and checking.
- ENGINEER shall not have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor. Nor shall ENGINEER have authority over or responsibility for safety precautions and sequences or procedures selected by the Contractor or safety precautions and programs incident to the work of the Contractor or for any failure of the Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to the Contractor furnishing and performing work.

**ESTIMATED ENGINEERING HOURS AND COSTS**  
 Fairfield-Suisun Sewer District  
 ESDC for Lopes Rd Improvements Project  
 Exhibit B - Fee Schedule



TASK											OTHER DIRECT COSTS			COST SUMMARY		
	Scott Parker	R. Gutierrez	T. Stroud/ J. Nalagota	S. Goli A. Porter				Subtotals		PECE		Sub-consultant Markup	Misc. Costs and Printing	Travel \$/mi (Per GSA Rates)	Total ODCs	Total Cost
	Senior Project Manager	Project Manager I	Project Professional	Staff Professional	Senior CAD Tech	Graphics/CAD Tech	Clerical Support	Hours	Budget	\$17.00 per labor hour	Subconsultants	10.0%				
	National Lead & QA/QC \$379	Principal-in Charge \$359	Design Manager/ Senior Structural \$293	Assistant Engineer \$235												
2025-26 Special Fee Schedule Column	1	2	3	5	6	7	8	9	10	11	11	12	13	14	15	16
<b>TASK 1 - PRECONSTRUCTION ACTIVITIES</b>																
1.1 Administrative Setup	0	4	8	0	0	0	4	16	\$4,496	\$272	\$0	\$0	\$0	\$0	\$0	\$4,496
1.2 Preconstruction Conference	0	0	8	0	0	0	0	8	\$2,344	\$136	\$2,080	\$208	\$0	\$145	\$2,433	\$4,777
1.3 Project Management	4	12	8	0	0	0	4	28	\$8,884	\$476	\$18,720	\$1,872	\$0	\$0	\$20,592	\$29,476
<b>Task 1 Hours</b>	4	16	24	0	0	0	8	52								
<b>Task 1 Budget</b>	\$1,516	\$5,744	\$7,032	\$0	\$0	\$0	\$1,432		\$15,724	\$884	\$20,800	\$2,080	\$0	\$145	\$23,025	\$38,749
<b>TASK 2 - CONSTRUCTION CONTRACT ADMINISTRATION &amp; ENGINEERING ASSISTANCE</b>																
2.1 Requests for Information and Design Clarifications	10	20	62	0	20	0	0	112	\$32,776	\$1,904	\$37,440	\$3,744	\$0	\$0	\$41,184	\$73,960
2.2 Submittals Review and Tracking	0	20	50	50	0	0	0	120	\$33,580	\$2,040	\$31,200	\$3,120	\$0	\$0	\$34,320	\$67,900
2.3 Weekly Progress Meetings	0	0	48	0	0	0	0	48	\$14,064	\$816	\$0	\$0	\$0	\$0	\$14,064	\$14,064
<b>Task 2 Hours</b>	10	40	160	50	20	0	0	280								
<b>Task 2 Budget</b>	\$3,790	\$14,360	\$46,880	\$11,750	\$3,640	\$0	\$0		\$80,420	\$4,760	\$68,640	\$6,864	\$0	\$0	\$75,504	\$155,924
<b>TASK 3 - CONSTRUCTION MONITORING</b>																
3.1 Field Visits	0	0	32	0	0	0	0	32	\$9,376	\$544	\$24,960	\$2,496	\$0	\$290	\$27,746	\$37,122
3.2 Commissioning Support	0	0	16	0	0	0	0	16	\$4,688	\$272	\$6,240	\$624	\$0	\$0	\$6,864	\$11,552
3.3 Structural Observation	0	0	8	12	0	0	0	20	\$5,164	\$340	\$0	\$0	\$0	\$73	\$73	\$5,237
<b>Task 3 Hours</b>	0	0	56	12	0	0	0	68								
<b>Task 3 Budget</b>	\$0	\$0	\$16,408	\$2,820	\$0	\$0	\$0		\$19,228	\$1,156	\$31,200	\$3,120	\$0	\$363	\$34,683	\$53,911
<b>TASK 4 - CONTRACT CLOSEOUT ACTIVITIES</b>																
4.1 Walkthrough/Completion List	0	2	8	0	0	0	0	10	\$3,062	\$170	\$0	\$0	\$0	\$0	\$0	\$3,062
4.2 Record Drawings & Closeout Documents	0	2	20	0	2	40	0	64	\$13,622	\$1,088	\$10,400	\$1,040	\$0	\$0	\$11,440	\$25,062
<b>Task 4 Hours</b>	0	4	28	0	2	40	0	74								
<b>Task 4 Budget</b>	\$0	\$1,436	\$8,204	\$0	\$364	\$6,680	\$0		\$16,684	\$1,258	\$10,400	\$1,040	\$0	\$0	\$11,440	\$28,124
<b>TASK 5 - BID ALTERNATE 1: PG&amp;E TRANSFORMER REPLACEMENT</b>																
5.1 Engineering Services and Review	0	2	8	0	0	0	0	10	\$3,062	\$170	\$0	\$0	\$0	\$0	\$0	\$3,062
<b>Task 5 Hours</b>	0	2	8	0	0	0	0	10								
<b>Task 5 Budget</b>	\$0	\$718	\$2,344	\$0	\$0	\$0	\$0		\$3,062	\$170	\$0	\$0	\$0	\$0	\$0	\$3,062
<b>Total Hours</b>	14	62	276	62	22	40	8	484								
<b>Total Budget not including Contingency</b>	\$5,306	\$22,258	\$80,868	\$14,570	\$4,004	\$6,680	\$1,432		\$135,118	\$8,228	\$131,040	\$13,104	\$0	\$508	\$144,652	\$279,770



**FAIRFIELD-SUISUN SEWER DISTRICT**

May 18, 2026

**CONTEMPLATED BOARD OF DIRECTORS AGENDA ITEMS**

Month	Item	Executive Committee	Board of Directors
June 2026	<ol style="list-style-type: none"> <li>1. Development Services Agreement for Hale Ranch Industrial Business Park</li> <li>2. Award Professional Services Contract for Flood Stations Rehabilitation and Replacement Project</li> <li>3. Award Construction Contract for the Electrical Replacement Project Phase 2—Suisun Pump Station Backup Power</li> <li>4. Enter Into a Development Services Agreement with Siavesh Afshar for the Awanta Apartments development project in Suisun City</li> </ol>	06/15/2026	06/22/2026
July 2026	<ol style="list-style-type: none"> <li>1. Award Professional Services Contract for Constructability Review for the Suisun Force Main Reliability Project</li> <li>2. Award Professional Services Contract for the Suisun Plant Pipeline Decommission</li> <li>3. Award Construction Services Contract for the Electrical Replacement Project Phase 2—Treatment Plant Substation D</li> <li>4. Quarterly Investment Report</li> </ol>	07/17/2026	07/24/2026
August 2026		Not scheduled	Not scheduled
September 2026	<ol style="list-style-type: none"> <li>1. Director Reports on CASA Annual Conference</li> <li>2. Award Professional Services Contract for the Travis/Pennsylvania Sewer Replacement</li> <li>3. Award Construction Contract for the Suisun Force Main Reliability Project</li> <li>4. General Manager Performance Check-In (Executive Committee)</li> </ol>	09/21/2026	09/28/2026
October 2026	<ol style="list-style-type: none"> <li>1. Award Professional Services Contract for the Trunk Main CIPP Rehabilitation Project</li> <li>2. Quarterly Investment Report</li> </ol>	10/19/2026	10/26/2026
November 2026	<ol style="list-style-type: none"> <li>3. Board Calendar for 2027</li> </ol>	11/16/2026	11/23/2026
December 2026		Not scheduled	Not scheduled
January 2027	<ol style="list-style-type: none"> <li>1. Report on Financial Audit for FY 2026-2027</li> <li>2. Quarterly Investment Report</li> </ol>	01/11/2027	01/25/2027
February 2027		Not scheduled	Not scheduled
March 2027	<ol style="list-style-type: none"> <li>1. Director Reports on CASA Winter Conference and DC Policy Forum</li> </ol>	03/15/2027	03/22/2027
April 2027	<ol style="list-style-type: none"> <li>1. Quarterly Investment Report</li> <li>2. General Manager Annual Performance Evaluation</li> </ol>	04/19/2027	04/26/2027
May 2027	<ol style="list-style-type: none"> <li>1. Approve Budget</li> <li>2. Approve Employee Salary Schedule</li> <li>3. Review Board Compensation</li> <li>4. Review Updates and Approve Investment Policy</li> </ol>	05/17/2027	05/24/2027



## FAIRFIELD-SUISUN SEWER DISTRICT

### Board of Directors Meeting Minutes

Date: Monday, May 18, 2026  
Meeting Place: 1010 Chadbourne Road, Fairfield, California  
Meeting Time: 6:00pm

1. Call to order – The meeting was called to order at 6:00pm by President Jenalee Dawson, who presided over the meeting.
2. Roll Call – The following Board members were present: Directors Douglas Carr, Jenalee Dawson, Alma Hernandez, Amit Pal, Doriss Panduro, Parise Shepherd, Scott Tonnesen, and K. Patrice Williams. Directors Catherine Moy and Princess Washington were absent. No Board Alternates were present.
3. Pledge of Allegiance was led by Director Carr.
4. Public Comments: No comments.
5. Director Report: Director Panduro commented on the excellent job coordinating the 75<sup>th</sup> Anniversary Open House held on May 2nd. Director Hernandez reported on attending the Association of California Water Agency's conference, going over insightful water policies, PFAS, funding, and to monitor gubernatorial candidates position on water policies.
6. General Manager Report – General Manager Jordan Damerel reported the next Solano Bayshore Resiliency Project countywide online community meeting is scheduled for Wednesday, May 20<sup>th</sup> facilitated by Director of Environmental Services Meg Herston. Staff at Solano County are bringing a discussion item on the Woodcreek 60 Project and Suisun Valley sewer service back to the Board of Supervisors at the June 23, 2026 meeting. The 2026 CASA Annual Conference will be held in Napa from August 5-7. Meg Herston shared a video on the 75<sup>th</sup> Anniversary Open House and provided attendance totals of 151 guests, including 39 staff and board members and 6 community partner organizations.
7. Presentations and Awards:

Eric Cortes, from the office of Assemblymember Lori Wilson, on behalf of Assemblymember Wilson and Senator Christopher Cabaldon, presented the District a framed Resolution commending the District on its 75<sup>th</sup> Anniversary celebration and highlighting the role the District has played in protecting the local community and the Suisun Marsh and extended best wishes for continued success in the years to come.

8. Consent Calendar:

8.1 Approve Board Meeting Minutes of March 23, 2026

8.2 Adopt Resolution No. 2026-09 Adopting the Revised Investment Policy

8.3 Receive Report on Board Compensation for FY 2026-27

8.4 Adopt Resolution No. 2026-10 Authorizing the General Manager to Execute an Agreement for Professional Engineering Services for the Drainage Maintenance Master Plan

No comments.

Upon motion by Director Pal, seconded by Director Shepherd, Consent Calendar Items 8.1 to 8.4 were passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen, Williams

NOES: None

ABSTAIN: None

ABSENT: Moy, Washington

9. New Business:

9.1 Conduct a Public Hearing and Receive a Presentation on Workforce Vacancies and Recruitment and Retention Efforts in Compliance with Assembly Bill 2561 (Government Code § 3502.3)

In compliance with Government Code Section 3502.3, Human Resources Manager Kim Kraft presented on Workforce Vacancies and Recruitment and Retention Efforts discussing current vacancy levels, barriers to recruitment, average time to fill positions and efforts underway to improve employee retention.

President Dawson opened the public hearing at 6:24 pm with no public comments.

President Dawson closed the public hearing at 6:24 pm. No action was taken and no vote was necessary.

9.2 Adopt Resolution No. 2026-11 Approving the FY 2026-27 Budget and Long-Term Financial Plan

Management Analyst Lindsay Sagastume and Director of Administrative Services James Russell-Field presented on the FY 2026-27 Budget, reviewing revenues and expenses, city partnerships, status of reserves, and significant planning efforts.

Upon motion by Director Hernandez, seconded by Director Shepherd, New Business Item 9.2 was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen, Williams

NOES: None

ABSTAIN: None

ABSENT: Moy, Washington

9.3 Adopt Resolution No. 2026-12, Pay Rate Schedule

Director of Administrative Services James Russell-Field discussed the 3.25% cost-of-living increase based on Clerical Workers Consumer Price Index (CPI-W), which was presented as an Action Item in compliance with CalPERS regulations for transparency in public employee compensation.

Upon motion by Director Shepherd, seconded by Director Tonnesen, New Business Item 9.3 was passed by the following vote:

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

9.4 Reject All Bids Received and Rebid the Project and Authorize the General Manager to Award Construction and Engineering Services During Construction for Lopes Road Lift Station Improvements

Senior Engineer Kyle Broughton presented on the Lopes Road Lift Station Improvements, updating the Board of Directors on the project timelines, bid results and how all responsive bids named an emergency backup generator that does not meet FSSD performance specifications and the necessity to reject all bids and proceed with rebidding.

Upon motion by Director Panduro, seconded by Director Shepherd, New Business Item 9.4 was passed by the following vote:

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

10. Information Item:  
10.1 Board Calendar

No comments.

11. Adjournment:

The meeting adjourned at 7:02pm.

Respectfully submitted,

  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
District Clerk