



FAIRFIELD-SUISUN SEWER DISTRICT

Executive Committee

Jenalee Dawson,
President

Doriss Panduro,
Vice President

Alma Hernandez

Scott Tonnesen

Executive Committee Meeting Agenda

Monday, August 24, 2026

4:00PM

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **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.

4. **GENERAL MANAGER REPORT**

5. **PRESENTATIONS AND AWARDS** – None

6. **DISCUSSION ITEMS**

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6.1 Receive Report on General Manager Delegated Authority Policy.....2

— End of Agenda—

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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.



FAIRFIELD-SUISUN SEWER DISTRICT

August 24, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Jordan Damerel, General Manager

SUBJECT: General Manager Delegated Authority Policy

Recommendation: Receive report from staff and provide input.

Background: The Board of Directors hires a General Manager to serve as chief executive officer of the District and to assume the duties and responsibilities that are customary and appropriate for the position and such additional duties and responsibilities delegated by the Board. Over the past 75 years of District history, many delegations of authority have been made to the General Manager and/or the District Engineer.

The Board of Directors and General Manager established a performance goal for FY 2026-2027 to develop a comprehensive General Manager authority document, to allow for transparency and clarity to the Board, to the public, and to District staff, about what authority has been delegated.

Discussion: Staff are in the process of compiling a Delegated Authority Policy, utilizing prior authorities granted by the Board to the General Manager or other staff. In a few cases, staff recommend that the delegated authority be updated for consistency with modified laws or to provide additional clarity on the authority that is granted.

Staff will provide the Executive Committee with a brief presentation on the outline of the delegated authority policy, and will ask for discussion and direction on various elements of the policy. The draft policy will be returned to the Executive Committee in September 2026, and if recommended by the Executive Committee, will proceed to the September 2026 Board Meeting.

Fiscal Impact: None.