



FAIRFIELD-SUISUN SEWER DISTRICT

1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • www.fssd.com

Board of Director Meeting Agenda

Board of Directors

- Mike Hudson, President
- Chuck Timm, Vice President
- Jane Day
- Alma Hernandez
- Doriss Panduro
- Harry Price
- Scott Tonnesen
- Rick Vaccaro
- Wanda Williams
- Pam Bertani, First Alternate
- Catherine Moy, Second Alternate

Meeting Date: Monday, November 28, 2022

Meeting Place: 1010 Chadbourne Road, Fairfield, CA

Meeting Time: 6:00 p.m.

Teleconference Notice:
 Director Jane Day will be participating via teleconference location at 301 Morgan Street, Suisun City, CA 94585

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

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(a) Adopt Resolution No. 2022-20 Appreciation to Wanda Williams.....	6
(b) Adopt Resolution No. 2022-21 Appreciation to Chuck Timm	7
9. Information Items:	
(a) Board Calendar	8

-- End of Agenda --

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

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

Members of the public may speak on any matter within the jurisdiction of the Fairfield-Suisun Sewer District by identifying themselves at the beginning of the meeting. Comments not listed on the agenda will be taken under Public Comments. Comments on matters appearing on the agenda will be taken during consideration of the item.

FAIRFIELD-SUISUN SEWER DISTRICT**MINUTES**1010 Chadbourne Road • Fairfield, California 94534 • (707) 429-8930 • www.fssd.com

Board of Directors Meeting Minutes

Date: Monday, October 24, 2022
 Meeting Place: 1010 Chadbourne Road, Fairfield, California
 Meeting Time: 6:00 p.m.

The meeting was called to order at 6:00 p.m. by President Hudson. President Hudson presided over the meeting.

1. Roll Call – the following members present: Directors Hudson, Panduro, Price, Timm, Tonnesen, Vaccaro, Williams and by teleconference: Directors Day. Director Hernandez was absent.
2. Pledge of Allegiance was led by President Hudson.
3. Public Comments – No comments.
4. Director Comments/CASA – Director Hernandez was not able to attend the meeting but left an electronic comment read by General Manager Sortor. She extended gratitude to Senior Engineer Emily Corwin who was a guest speaker at the Suisun City Climate and Environment Forum. Board Directors who attended the CASA Annual Conference in August commented on their participation, meeting with other districts, high interest in cyber security topics and CASA's Education Foundation scholarship.
5. General Manager Report – General Manager Sortor introduced Meg Herston, Director of Environmental Services, who reviewed the Coast and Creek Cleanup event in September, which resulted in the collection of over 7,000 pounds of trash by 520 volunteers. Meg Herston also discussed the District's attendance at the #1 Art Suisun event at the Nelson Community Center and the Inspire Dreams Start Now event with 8th grade students of Fairfield-Suisun Unified School District. AGM/District Engineer Jordan Damerel introduced new Associate Engineer Karl Ono. Jordan Damerel also introduced the District's Maintenance Manager, Doug Hollowell, who received recognition for his participation and input on the California Water Environment Association's (CWEA) Technical Certification Program.
6. Consent Calendar
 - (a) Authorize AGM/District Engineer to Award Procurement Contract Award for Equipment Pre-Purchase for Prefabricated Electrical Equipment Building and Appurtenances and Standby Power System and Appurtenances; and Award Consulting Services Agreement for Engineering Services During Construction for Electrical Replacement Project Ph2
 - (b) Adopt Plans and Specifications and Award Major Maintenance 2023 Project
 - (c) Accept Subaward Agreement for ARPA Funds and Award Contract for Kellogg Resiliency Project Community Co-Design & Environmental Studies
 - (d) Adopt Resolution No. 2022-16 Adopting Development Fees and Adjusting the Application Fee for Short-Term Discharge and Recycled Water Users
 - (e) Adopt Resolution No. 2022-17 Update to Conflict of Interest Code
 - (f) Adopt Resolution No. 2022-18 Establishing the 2023 Board of Directors Meeting Schedule

(g) Proof of Posting Ordinance 2022-02

(h) Approve Minutes of June 27, 2022

With no comments and upon motion by Vice President Timm, seconded by Director Vaccaro, the Consent Calendar was approved by the following roll call vote:

AYES: Day, Hudson, Panduro, Price, Timm, Tonnesen, Vaccaro, Williams

NOES: None

ABSTAIN: None

ABSENT: Hernandez

7. Action Items

(a) Classification and Compensation Review, Adopt Resolution No. 2022-19 Pay Rate Schedule

Human Resources Manager Kim Young presented the results of the Classification and Compensation Review from the 2022 salary and benefits survey, which recommended updates to the pay rate schedule to ensure the District remains within the top three highest compensating agencies surveyed. Kim Young noted 17 job descriptions had been completed in the last year, and the remaining job descriptions will be finalized with continued input from managers, supervisors, and employees. The Board commended the work done on the job descriptions to date.

Upon motion by Director Vaccaro, seconded by Director Williams Action Item 7a was approved by the following roll call vote:

AYES: Day, Hudson, Panduro, Price, Timm, Tonnesen, Vaccaro, Williams

NOES: None

ABSTAIN: None

ABSENT: Hernandez

8. Information Items

(a) Quarterly Investment Report

(b) Board Calendar

No comments.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

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November 23, 2022

MEMORANDUM

TO: Board of Directors

FROM: Emily Corwin, Senior Engineer

SUBJECT: Nature-based Solutions Initiative Update

Recommendation: Receive update on nature-based solutions initiatives.

Background: Infrastructure is the lifeblood of economies and essential to the delivery of the District's core service; however, conventional 'gray' infrastructure is responsible for almost 80% of global greenhouse gas emissions¹ and can exacerbate species and habitat loss. Infrastructure that integrates nature enhances the health, safety, and livelihoods of communities. The evidence is also mounting that nature-based solutions make financial sense, providing more cost-effective and adaptable solutions for increasingly uncertain conditions.

Discussion: The District is working to advance and demonstrate the effectiveness of nature-based infrastructure solutions at the wastewater treatment plant, within the collection system, and within our community.

A draft Resilient & Green Master Plan for the 580-acre wastewater treatment plant property has identified numerous projects to improve our connection to the community, employee recruitment and retention, and recycled water use, including:

1. Creating community treatment wetlands that provide recreation and education opportunities, nutrient management, and sea level rise protection benefits.
2. Replacing irrigated turf and ice plant with native and drought tolerant species that highlight the use of recycled water as an alternative to potable water.

¹ Thacker S, Adshead D, Fantini C, Palmer R, Ghosal R, Adeoti T, Morgan G, Stratton-Short S. 2021. Infrastructure for climate action. UNOPS, Copenhagen, Denmark.

3. Enhancing the community's understanding of the District through artistic and cultural experiences and an updated interpretive and education plan.

Other nature-based solution projects in the community that the District is supporting, include:

1. The Kellogg Resiliency Project that will improve community access to open space, educational opportunities, and resiliency within the community to both flood and fire.
2. A green stormwater infrastructure project at the Amtrak parking lot in Suisun City that will improve water quality entering the Suisun Marsh, aesthetics, and contribute to regional regulatory compliance for stormwater.

Staff will present an overview of the District's nature-based solutions initiatives at the Board of Directors meeting.

Fiscal Impact: The District is committed to seeking grants to fund most of the planning, design, and construction costs of the nature-based solution initiative.

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2022-20

A RESOLUTION IN APPRECIATION OF WANDA WILLIAMS

WHEREAS, Wanda Williams served on the Board of Directors for the Fairfield-Suisun Sewer District from 2017 until 2022; and,

WHEREAS, she served on the Executive Committee from 2021 to 2022; and,

WHEREAS, Director Williams was a steadfast supporter of the California Association of Sanitation Agencies (CASA) and a regular attendee of CASA meetings; and,

WHEREAS, Director Williams exercised leadership in guiding the affairs of the District and has discharged the duties of office with integrity and dedication to the public good.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Fairfield-Suisun Sewer District hereby expresses its sincere appreciation for her years of service and its best wishes for continuing success in all his future endeavors.

UNANIMOUSLY PASSED AND ADOPTED this 28th day of November 2022.

President

ATTEST:

District Clerk

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2022-21

A RESOLUTION IN APPRECIATION OF CHUCK TIMM

WHEREAS, Chuck Timm served on the Board of Directors for the Fairfield-Suisun Sewer District from 2007 to 2011 and 2014 to 2022; and,

WHEREAS, he served on the Executive Committee for the Fairfield-Suisun Sewer District from 2008 to 2011 and 2016 to 2022 and as Vice President from 2010 to 2011 and 2021 to 2022 and as President in 2016; and,

WHEREAS, Director Timm was a steadfast supporter of the California Association of Sanitation Agencies (CASA) and a regular attendee of CASA meetings; and

WHEREAS, he has exercised leadership in guiding the affairs of the District and has discharged the duties of office with integrity and dedication to the public good.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Fairfield-Suisun Sewer District hereby expresses its sincere appreciation for his years of service and its best wishes for continuing success in all his future endeavors.

UNANIMOUSLY PASSED AND ADOPTED this 28th day of November 2022.

President

ATTEST:

District Clerk

Fairfield-Suisun Sewer District

Contemplated Board of Directors Agenda Items

November 28, 2022

Month Year	Contemplated Board of Directors Meeting Agenda Items	Executive Committee	Board of Directors
December 2022		Not Scheduled	Not Scheduled
January 2023	<ol style="list-style-type: none"> 1. Election of Executive Committee 2. Report on Financial Audit for FY 2021/2022 3. Quarterly Investment Report 	1/23/2023	1/30/2023
February 2023	<ol style="list-style-type: none"> 1. General Manager Performance Meeting (Exec Comm) 2. Award Construction Contract for Digester No. 1 Rehabilitation 	2/13/2023	2/27/2023
March 2023	<ol style="list-style-type: none"> 1. Award Construction Contract for Electrical Replacement Project Phase 2 2. Award Construction Contract for Roof Rehabilitation Project 	3/20/2023	3/27/2023
April 2023	<ol style="list-style-type: none"> 1. Quarterly Investment Report 	4/17/2023	4/24/2023
May 2023	<ol style="list-style-type: none"> 1. Adopt Resolution approving budget 2. Adopt Resolution approving Employee Salary Schedule 3. Review updates and approve Investment Policy 4. Review Board Compensation 	5/15/2023	5/22/2023
June 2023	<ol style="list-style-type: none"> 1. General Manager Performance Review 	6/12/2023	6/26/2023
July 2023	<ol style="list-style-type: none"> 1. Quarterly Investment Report 	7/17/2023	7/24/2022
August 2023		Not Scheduled	Not Scheduled
September 2023	<ol style="list-style-type: none"> 1. Directors Report on CASA Annual Meeting 	9/18/2023	9/25/2023
October 2023	<ol style="list-style-type: none"> 1. Quarterly Investment Report 2. General Manager Performance Meeting (Exec Comm) 	10/16/2023	10/23/2023
November 2023	<ol style="list-style-type: none"> 1. Adopt Board Calendar for 2024 	11/20/2023	11/27/2023