



SUISUN-SOLANO WATER AUTHORITY

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BOARD OF DIRECTORS

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EXECUTIVE COMMITTEE MEETING

Tuesday, January 4, 2022

9:00 a.m.

TELECONFERENCE

This meeting is being held via teleconference only pursuant to Government Code section 54953(e)(1)(B) and in compliance with the Brown Act. Section 54953(e)(1)(B) permits a Brown Act legislative body to hold a meeting during a proclaimed state of emergency via teleconference in order to determine whether as a result of the emergency meeting in person would present an imminent risk to attendees' health or safety. To do so, the body is required (1) to post notice and agendas as otherwise provided by the Brown Act and applicable law, (2) allow members of the public to access the meeting via call-in line or internet-based service line, (3) provide details on the agenda on how to access the meeting and give public comment, (4) provide an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and (5) monitor the call-in line and/or internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored. The Executive Committee is not required to provide a location to attend or comment in-person.

The Governor proclaimed a state of emergency due to the COVID-19 virus pandemic on March 4, 2020. The proclamation remains active and applies statewide. The Executive Committee is meeting pursuant to Section 54953(e)(1)(B) to determine if the emergency conditions pose a threat to attendees' health and safety, warranting teleconference meetings. The Committee is complying with other public access and participation obligations, as required and to ensure that any member of the public may attend, participate, and watch the Committee conduct their business.

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- **Public Comment** – opportunity for public comment is offered written and live during the meeting.
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 - **Oral** – comments may be given in real time during the designated time for public comment by unmuting or using the "Raise Hand" function. Please email nackley@sidwater.org prior to the introduction of the agenda item, preferably before the start of the meeting, if you need additional assistance with providing a public comment at the meeting.

AGENDA

1. Preliminary

- 1.1. Call Meeting to Order
- 1.2. Introductions
- 1.3. Approval of Agenda

2. Presentations

None

3. Public Comment (Non-Agenda Items)

4. Informational Items

- 4.1. Capital Improvement Project Status Report. **(Page 3)**
- 4.2. SSWA Board Implementing Assembly Bill (AB) 361 Open Meetings: Continuation of Remote Meetings and Adoption of Findings. **(Page 6)**

5. Consent Calendar

- 5.1. Approval of the Minutes of the December 6, 2021, Executive Committee Meeting. **(Page 8)**

6. Scheduled Items

- 6.1. 2022 Upcoming Items – Verbal Update
- 6.2. Review and confirm the Agenda for the SSWA Board Meeting scheduled for Monday, January 10, 2022, at 6 p.m., based on Executive Committee Recommendations.

7. Committee Member & Staff Comments

8. Adjourn

**SUISUN-SOLANO WATER AUTHORITY
EXECUTIVE COMMITTEE MEETING**

MEETING DATE: January 4, 2022

AGENDA ITEM 4.1

Capital Improvement Project Status Report

EXECUTIVE SUMMARY:

The current status of the capital projects approved by the Board for FY 2021-22 are listed below. Other projects and issues affecting the Capital Improvement Program are also listed.

STAFF REPORT:

Updates to the project list and status of projects are shown in **bold text**.

A. Replacement Projects

These projects are funded from the Replacement Reserve Fund.

Cement Hill Water Treatment Plant (CHWTP) Projects

1. CHWTP New Entrance Project: Plans are being finalized and coordination with Fairfield has taken place. Telstar is wrapping up the electrical design for the automatic entrance gates and integration with the Fairfield traffic lights. Civil Plans for the project are with Fairfield's contractor for costing. A Joint Agreement for construction of this project by the City of Fairfield's selected contractor for the Manuel Campos Parkway with repayment by SSWA is anticipated to be brought to the Board in February 2022.
2. Physical Security System Integration: The previously approved budget of \$80,000 was prepared to include work by outside consultants, installation of a new AT&T fiber optic communication line, purchase of a router, and staff time. The AT&T fiber optic line has been installed.
3. Filter Meter Replacement: Staff has been authorized to move forward with purchasing the 10 meters for the WTP's pressure filters. Plant operations staff have received the 5 meters serving one of the two plants and will install and program them prior to ordering the remaining meters, so that one plant remains in service with functioning meters at all times.

Combined Distribution Facility Projects

Distribution System Projects

4. Sectionalizing Valve Replacement Project: Some valves needing replacement have been identified and scheduling their replacement is in progress.

5. Crystal Middle School Offsite Pipeline Replacement Project: Design Agreement should be executed soon. Reviewing initial layout of water lines prior to full design beginning. Staff is requesting a waiver for water/sewer separation requirements in one street where it is impossible to meet the minimum requirements. However, the new alignment has more separation than the existing water main. **After consulting with the Division of Drinking Water, staff is requesting an exemption from the separation requirement. Given that the existing pipeline is being upgraded, a request for an exemption is more appropriate and straightforward than a waiver request.**
6. Geographic Information System (GIS): We have received the GIS linework from the consultant.

B. 2016 Bond Fund Projects

These projects are funded from the 2016 Bond Fund.

Water Loss Control Projects

6. Meter Replacement and AMI Implementation: This project is largely complete, pending completion of project punch list items. About 300 meters are not communicating correctly. The contractor and Badger (the meter manufacturer) are working together to address this issue. When this work is complete, staff will bring a Notice of Completion to the Board for approval. The contractor has ordered the necessary materials to complete the work. **The contractor recently received the meter endpoints from Badger necessary to complete the work and will proceed with installation the first week of January 2022. The contractor expects to complete the project the same month.** Contractor retention will continue to be held until a Notice of Completion is issued.

C. 2019 Bond Fund Projects

These projects are funded from the 2019 Bond Fund.

Cement Hill Facility Projects

7. Chemical System Replacement: This project is in progress. Submittals for material and shop drawing approvals are being submitted by the contractor for review. Work on the new polymer facility is underway. Temporary coagulant tanks and supply lines are in place. **The polymer tanks, eight (8) polymer pump skids and tubing to the pumps has been installed. Polymer System testing, startup and training is scheduled to begin the week of January 4, 2022. Pumps will undergo 7-day testing in two (2) phases. Pending a successful start-up, the polymer facilities and pumps will be placed in service and demolition for the Sodium Hypochlorite Facility will begin.** Metal building construction has been released to fabrication.
8. Control System Reprogramming: This project will start soon once the new equipment at the Cement Hill Tanks and New Cement Hill Pipeline has been integrated into the plant control system. A site visit has been completed by Telstar to initiate this work.

Planning Projects

9. CIP Program Management Services: Program management has shifted from ongoing project planning to completion of already-planned projects identified within the CIP.

D. New Capacity Fund Projects

These projects are funded from the Capacity Fund.

10. Walters Road Pipeline: The portion to construct under Highway 12 is on hold.
11. Water Master Plan Update: A draft RFP has been sent to City staff for review.

E. Other Projects

The following items include potential and pending capital projects, and Authority non-capital work (administrative, financial, operations and maintenance) affecting capital projects and planning.

12. Corp Yard Tank Replacement/Railroad Avenue Facility: This facility is planned to be decommissioned. The pumps have failed and staff is proposing not to replace them. In addition, the tank's lining has deteriorated and needs to be replaced. The tank has only been used in the recent past when emergency storage was necessary (tank filled, then immediately emptied after the short term need was gone).

RECOMMENDATION/REQUEST:

None; this is provided for the Board's information.

ATTACHMENTS:

None.

STAFF RESPONSIBLE FOR REPORT:



Gerardo Santana, Assistant Engineer

Date: 12/22/2021



Paul Fuchslin, SID Director of Engineering

Date: 12/22/2021

**SUISUN/SOLANO WATER AUTHORITY
EXECUTIVE COMMITTEE MEETING**

MEETING DATE: January 4, 2022

Agenda Item No. 4.2

Title: SSWA Board Implementing Assembly Bill (AB) 361 Open Meetings: Continuation of Remote Meetings and Adoption of Findings.

EXECUTIVE SUMMARY:

On March 4, 2020, the Governor of California proclaimed a state of emergency to exist because of the threat of COVID-19. On March 17, 2020, the Governor of California issued Executive Order N-29-20, which among other things, in paragraph 3 established parameters for a local legislative body or state body to hold public meetings via teleconferencing.

In accordance with Executive Order N-29-20 Suisun/Solano Water Authority (SSWA) has been conducting all public meetings via Zoom software for teleconferencing with telephonic access. As of September 30, 2021, the teleconferencing parameters of Executive Order N-29-20 end. As of October 1, 2021, local legislative bodies or state bodies must resume implementing public meeting requirements of the Brown Act, or determine if the parameter of the Assembly Bill (AB) No. 361, as approved on September 16, 2021, should be applied to SSWA public meetings.

On December 13, 2021, the SSWA Board adopted Resolution No. 21- 18, which allowed the continuation of remote meetings during a declared state of emergency.

The SSWA Board may continue to hold meetings remotely in order to ensure the health and safety of the staff and public, provided the meeting complies with Government Code Section 54953(e)(3)). Staff recommends that the SSWA Board may make the following findings to allow continued remote participate of Brown Act meetings in accordance with AB 361 (Government Code Section 54953(e)(3)).


- 1.) The findings set forth in Resolution No. 21-18 continue to be true and valid; and,
- 2.) The Governor's March 4, 2020 proclamation of state of emergency related to the COVID-19 virus pandemic continues to apply to the jurisdiction of SSWA; and,
- 3.) SSWA would have a significant challenge in attempting to maintain social distancing requirements for the public, staff, and Board members in the Suisun City Council chambers without presenting an imminent risk to the health and safety of attendees; and
- 4.) All meetings shall be conducted in accordance with Government Code section 54953(e) and staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this continuing certification, including conducting open and public meetings in accordance with Section 54953(e) and other applicable provisions of the Brown Act.

RECOMMENDATION: Information Only.

FINANCIAL IMPACT: None.

ATTACHMENT: None.

STAFF RESPONSIBLE FOR REPORT:



Cary Keaten, SSWA Manager

12/02/21

Date

**SUISUN SOLANO WATER AUTHORITY
EXECUTIVE COMMITTEE MEETING**

**Monday, December 6, 2021
9:00 a.m.**

**Suisun City Hall Conference Room
701 Civic Center Boulevard
Suisun City, CA**

MINUTES

(UNADOPTED – SUBJECT TO REVISION)

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Members Present via teleconference:

City of Suisun City: Lori Wilson, SSWA Board Vice President, Suisun City Mayor; Lakhwinder Deol, Suisun City Finance Director (*Alternate for Greg Folsom*);

Solano Irrigation District via teleconference: Cary Keaten, SSWA Manager, SID General Manager

Staff Present via teleconference: Paul Fuchslin, SID Director of Engineering; Matt Hobbs, SID Water & Power Operations Manager; Nouae Vue, Suisun Public Works Director; Elizabeth Luna, Suisun City Accounting Services Manager

Others Present: Mona Ebrahimi, Counsel

Not Present: Greg Folsom, SSWA Assistant Manager, City of Suisun City Manager; J.D. Kluge, SSWA Board President, SID Board President

1. **Preliminary**

1.1 **Call to Order**

As a quorum was present, Wilson called the meeting to order at 9:05 a.m.

1.2 **Introductions**

Attendees introduced themselves.

1.3 **Approval of the Agenda**

Upon a motion by Keaten, seconded by Deol, the agenda was approved as presented without objection. Counsel confirmed that there is no requirement for a majority of members in place for a quorum. We are ok to proceed.

Ayes: Wilson, Deol, Keaten

Noes: None

Abstain: None

Absent: Kluge

2. **Presentations**

None.

3. **Public Comment (Non-Agenda Items)**

This was no public participation in this meeting.

4. **Informational Items**

4.1 **Capital Improvement Project Status Report**

4.2 **2020 Water Loss Audit and Historical Summary.**

4.3 **SSWA Board Implementing Assembly Bill (AB) 361 Open Meetings: Continuation of Remote Meetings and Adoption of Findings.**

No discussion on informational items.

5. **Consent Calendar**

5.1 **Approval of the Minutes of the November 1, 2021, Executive Committee Meeting.**

Upon a motion by Keaten, seconded by Deol, the consent calendar was approved as presented without objection.

6. **Scheduled Items**

6.1 **Adopt Resolution No. 21-XX Authorizing the General Manager to Execute a Joint Community Facilities Agreement (JCFA) in Connection with the Bond Opportunities for Land Development (BOLD) Program for an Infill Project at The Old Crystal Middle School Site.**

No presentation on item. Wilson asked if this action only covers the Crystal Middle School site. Ebrahimi answered her question, "Yes".

Upon a motion by Wilson, seconded by Keaten, it was approved that item 6.1 would be on the agenda as a scheduled item next week.

Ayes: Wilson, Deol, Keaten

Noes: None

Abstain: None

Absent: Kluge

6.2 **Review and confirm the Agenda for the SSWA Board Meeting scheduled for Monday, December 13, 2021, at 6 p.m., based on the Executive Committee Recommendations.**

Upon a motion by Keaten, seconded by Wilson, the agenda was approved. 6.1 on Agenda is a scheduled item on next week.

7. **Committee Member & Staff Comments**

Keaten informed the Committee about the issues we experienced at the Treatment plant. The source water was very turbid and we had to tie in to City of Fairfield for 24 hours.

8. **Adjourn**

The meeting was adjourned at 9:15 am.