



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/10/2019

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Kris Loomis / 524-1165
Vote Requirement: Majority
Supervisory District(s): Fourth

Title:

Reimbursement Agreement for the Town of Windsor Water Conservation Program

Recommended Action:

In an ongoing effort to develop and implement water conservation measures:

Authorize Sonoma County Water Agency's General Manager to execute an agreement with Town of Windsor to provide water conservation funding through December 31, 2021, in the not-to-exceed amount of \$300,000. (Fourth District)

Executive Summary:

This item requests that the Board approve and authorize the Sonoma County Water Agency's General Manager to execute the agreement with Town of Windsor (Town) to provide additional water conservation funding for a not-to-exceed agreement total of \$300,000. The funding comes from the Town's Water Conservation sub-charge, which the Town pays to the Sonoma County Water Agency (Sonoma Water) per the Restructured Agreement for Water Supply ("Restructured Agreement") and is retained in the Town's reserve account for implementing water conservation programs. Up to \$300,000 would be available to reimburse Sonoma Water for the costs of providing services and materials for regional water conservation programs that also benefit the Town. Sonoma Water is recovering its actual costs of providing services to Town. The negotiated agreement with the Town complies with the Board's financial policy adopted in June 2019, which mandates all shared service contracts with other political jurisdictions include full cost recovery.

Discussion:

HISTORY OF ITEM/BACKGROUND

Town and Sonoma Water share the goal of promoting increased water use efficiency in order to reduce operating costs, avoid or defer capital improvement costs associated with expansion of water supply and wastewater disposal systems, minimize associated environmental impacts, and meet the criteria and standards of state and federal regulatory agencies.

The Restructured Agreement authorizes Sonoma Water to implement and fund water conservation measures that are cost-effective and will reduce water demands on Sonoma Water's water transmission system.

The Restructured Agreement provides that the Water Conservation Sub-charge collected from Town shall be placed in a separate account and made available to Town for Water Conservation Projects.

The Sonoma- Marin Saving Water Partnership (Partnership) was established on December 14, 2010, through signature of a Memorandum of Understanding (MOU). The MOU allows for members of the Partnership to participate in Regional Programs offered through Sonoma Water.

Sonoma Water and Town have cooperated to develop, implement, and fund a water use efficiency program ("Program") and Town desires Sonoma Water's continued assistance in developing and implementing Town's water use efficiency measures.

Town is requesting services and materials from Sonoma Water for implementation and administration of Town's Program and will reimburse Sonoma Water for its costs.

SERVICES TO BE PERFORMED

Under the proposed agreement, Sonoma Water will facilitate the implementation of Regional Measures that Sonoma Water performs, including management, administration, budget, and follow-up of and provide staff to respond to incoming conservation calls from Town customers, as needed. The Town may participate in the following Regional Measures under this agreement:

1. Regional Water Smart Home
2. Regional Large Landscape Water Use Survey
3. Regional Commercial, Industrial, and Institutional Water Use Survey
4. Regional Smart Controller Program

Sonoma Water will reimburse the Town from the Town's reserve account to fund and implement Town-run measures to comply with the memorandum. The cost of services will not exceed \$300,000.

Prior Board Actions:

10/30/2015: Approved first amended agreement between Sonoma Water and Town of Windsor to provide water conservation funding. Cost \$400,000 for a new not-to-exceed agreement total of \$600,000; term end June 30, 2018.

7/30/2013: Approved agreement between Sonoma Water and Town of Windsor to provide water conservation funding. Cost \$200,000; term end June 30, 2018.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	300,000		
Additional Appropriation Requested			
Total Expenditures	300,000		
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	300,000		

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Use of Fund Balance			
Contingencies			
Total Sources	300,000		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$300,000 is available from FY 2019/2020 appropriations for the Water Conservation Fund, Town of Windsor reserve account to be used for Regional Measures and Town-run Measures. No additional appropriation is required.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Reimbursement Agreement for the Town of Windsor Water Conservation Program.

Related Items "On File" with the Clerk of the Board:

None