



SUMMARY REPORT

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**Agenda Date:** 6/4/2024

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**To:** Board of Directors, Sonoma County Water Agency  
**Department or Agency Name(s):** Sonoma County Water Agency  
**Staff Name and Phone Number:** Todd Schram, P.E. 707-524-1173  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Fourth

**Title:**  
Windsor Water Supply Agreement Renewal

**Recommended Action:**

Authorize the Sonoma County Water Agency's General Manager to execute a 10-year renewal agreement to Sonoma Water's water supply agreement with the Windsor Water District and the Town of Windsor, through June 30, 2034.  
(Fourth District)

**Executive Summary:**

The Windsor Water District and Sonoma Water entered into an agreement on January 8, 1991, for the sale of water to the District. The agreement and the subsequent June 18, 2014, renewal agreement, which was amended to include the Town of Windsor as a party, require Sonoma Water to renew the water supply agreement upon the request of the District. Sonoma Water and the District have negotiated a 10-year renewal agreement with no change to the amount of water available under the agreement. This item would authorize the General Manager to execute a renewal agreement to Sonoma Water's water supply agreement with the Windsor Water District and the Town of Windsor.

**Discussion:**

The water supply agreement between Sonoma Water and the Windsor Water District / Town of Windsor (Windsor) serves as the primary source of water supply for Windsor since the first agreement for the sale of water was executed on January 8, 1991. The agreement and its subsequent renewal authorize Windsor to divert Russian River water and redivert previously stored water from Lake Mendocino or Lake Sonoma at Windsor's well field on the Russian River. The renewal agreement (First Renewal Agreement) was executed on June 18, 2014, and expires on June 30, 2024. Windsor has requested a renewal of the agreement. Additionally, the Town of Windsor (Town) is a party to the 2006 Restructured Agreement for Water Supply (Restructured Agreement), which provides water supply via deliveries from Sonoma Water's transmission system. Under the Restructured Agreement, the payments are specified for all water diverted by the Town based on non-transmission system related sub-charges that are applicable to all water customers.

Sonoma Water and Windsor staff have negotiated a renewal agreement on substantially the same terms as the First Renewal Agreement for a 10-year term. Based on Sonoma Water's 2020 Urban Water Management Plan, Sonoma Water staff determined that the water supply is sufficient to continue to supply Windsor up to 4,725 acre-feet per annum as specified in the agreement. The renewal agreement contains a right of renewal

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at the end of the ten years. Windsor will continue to pay all charges as specified in the Restructured Agreement. The most significant change to the terms of the agreement is the removal of the requirements for Windsor to pursue a water right permit under water right Application 29737 filed on April 4, 1990.

Sonoma Water staff recommend that the Board authorize the General Manager to execute the renewal agreement, in substantially the form as Attachment 1. Windsor staff have recommended approval of the renewal agreement at the Town Council meeting on May 15, 2024.

Sonoma Water’s General Manager has determined that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15301, Existing Facilities, because future levels of diversions and use of water by Windsor under the renewal agreement will not be significantly different from present levels of diversion and use. Sonoma Water staff prepared a Notice of Exemption (NOE) for the project in accordance with CEQA, the State CEQA Guidelines, and Sonoma Water’s Procedures for the Implementation of CEQA.

**County of Sonoma Strategic Plan Alignment**

N/A

**Sonoma Water Strategic Plan Alignment**

N/A

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

6/17/2014 Board Action to authorize General Manager to execute a 10-year renewal of water supply agreement with Windsor Water District and Town of Windsor.

6/18/1990 Board Action to authorize General Manager of Sonoma County Water Agency to negotiate water supply agreements with Windsor Water District and other public water suppliers to divert Russian River water under Sonoma Water's water rights permits.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>			
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			

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<b>Total Sources</b>			
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**Narrative Explanation of Fiscal Impacts:**

The renewal of the water supply agreement will continue revenue from the sale of water to Windsor. The approval of the water supply agreement will have no fiscal impacts other than the administrative costs related to the agreement and the sale of water.

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

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1 - Second Renewal To Agreement For The Sale Of Water Among Sonoma County Water Agency, The Windsor Water District And The Town Of Windsor.

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

- 1 Agreement for the Sale of Water Between the Sonoma County Water Agency and the Windsor Water District, January 8, 1991.
2. First Renewal To Agreement For The Sale Of Water Among The Sonoma County Water Agency, The Windsor Water District And The Town Of Windsor, June 18, 2014.
3. 2006 Restructured Agreement for Water Supply.