



SUMMARY REPORT

Agenda Date: 6/3/2025

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District and Board of Directors of the Sonoma County Water Agency

Department or Agency Name(s): Sonoma County Agricultural Preservation and Open Space District, Sonoma County Water Agency

Staff Name and Phone Number: Misti Arias, General Manager of Sonoma County Agricultural Preservation and Open Space District; Marina Montes, 707-565-5730; Grant Davis, General Manager of Sonoma County Water Agency, Dennis Daly, 707-490-8264,

Vote Requirement: Majority

Supervisory District(s): 3

Title:

Service Agreement for Oken Property Public Works Contracting Support

Recommended Action:

Authorize the Ag + Open Space General Manager and Sonoma Water General Manager to execute a professional services agreement for provision of public works contracting support through December 31, 2025 in a not-to-exceed amount of \$75,000.

Executive Summary:

The Sonoma County Agricultural Preservation and Open Space District (Ag + Open Space) wishes to retain the services of the Sonoma County Water Agency (Sonoma Water) to administer and manage, on behalf of Ag + Open Space, a competitive bid process and related contract management for the Oken Swale Maintenance Project.

Discussion:

The Oken Property is a 76-acre property purchased by the Sonoma County Agricultural Preservation and Open Space District (Ag + Open Space) in 1998 to preserve a portion of the working agricultural lands that make up the community separator between the cities of Rohnert Park and Santa Rosa. The property is located along Petaluma Hill Road at the northeastern edge of Rohnert Park, and contains portions of three seasonal drainages. The property is currently grazed by cattle.

The Oken Swale Maintenance Project ("Project") is to repair an old drainage swale designed by M. Hudis & Associates in 1982 as part of the Rohnert Foothills Subdivision Unit No. 3 housing development. The Oken property is subject to flashy, high-volume runoff during rain events, and the swale has experienced degradation through the years due to weathering and open-grazing activities. The project will restore the functionality of the swale in managing surface waters during large winter storms.

Through the agreement between Sonoma Water and Ag + Open Space, Sonoma Water will - on behalf of Ag + Open Space - prepare contract documents using the design provided by Ag + Open Space's design consultant, manage the contract bidding process, administer and manage the construction contract, conduct construction meetings, provide construction oversight, and prepare all necessary Board items, project records, and reports.

Following preparation of the bid documents by Sonoma Water and solicitation of bids, Ag + Open Space will return to the Board for award of the contract to the lowest responsible bidder.

This item requests that the Board approve and authorize the General Managers to execute the construction contracting support services agreement by and between Sonoma Water and Ag + Open Space.

Strategic Plan:

N/A

Racial Equity:

N/A

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

N/A

Prior Board Actions:

February 24, 1998: Resolution No. 98-0219, accepting a grant deed for the purchase of approximately 75.8 acres located at 5057 Petaluma Hill Road, Rohnert Park (now known as the Oken Property)

FISCAL SUMMARY

Expenditures	FY 24-25 Adopted	FY 25-26 Projected	FY 26-27 Projected
Budgeted Expenses	\$40,000	\$35,000	
Additional Appropriation Requested			
Total Expenditures	\$40,000	\$35,000	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$40,000	\$35,000	
Use of Fund Balance			
Contingencies			
Total Sources	\$40,000	\$35,000	

Narrative Explanation of Fiscal Impacts:

Adequate appropriations are existing in the Ag + Open Space approved FY 24-25 budget and in Sonoma Water's FY 24-25 General Fund Budget and will be incorporated into the future years' budgets. Sonoma Water will use funds from its General Fund and then reimburse that fund after receiving payment from Ag + Open Space.

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

Narrative Explanation of Staffing Impacts (If Required):

No staffing impacts are anticipated.

Attachments:

1. Professional Services Agreement

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

N/A