



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 6/3/2025

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: David Royall 707-521-1892
Vote Requirement: Majority
Supervisory District(s): Fourth

Title:

Agreement for Pretreatment and Storm Water Programs with Town of Windsor

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute an agreement with Town of Windsor, in substantially the form as the draft presented to this Board, for Sonoma County Water Agency to provide pretreatment and storm water programs for Town of Windsor through June 30, 2027, in the not-to-exceed amount for the Town of Windsor of \$130,000 per fiscal year, with three optional one-year extensions by the Town of Windsor.

Executive Summary:

Sonoma County Water Agency (Sonoma Water) and the Town of Windsor, together with Windsor Water District (Windsor) have been working together to transfer wastewater treatment from Airport-Larkfield-Wikiup Sanitation Zone (Zone) to Windsor. Through an agreement between Sonoma Water and Windsor's treatment plant will begin treating influent from the Zone in July 2025. Under the proposed agreement, Sonoma Water will provide plan check review; industrial waste permitting; pretreatment and industrial user inspection; food service and commercial user inspection; wastewater sampling and monitoring; and reporting services to Windsor.

(Fourth District)

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water and Windsor have cooperated to transfer, store, and dispose of treated wastewater on a mutual-aid basis for many years and have been working together to transfer wastewater collections, treatment, and disposal operations of Zone to Windsor. Zone's treatment plant is approaching the end of its operational life and would require substantial financial investment to extend its operational life while Windsor's treatment plant has enough excess rated capacity to fully treat wastewater flows and loadings from Zone. In addition, the Windsor's treatment plant is currently undergoing modernization projects that will also increase its capacity, in addition to other improvements.

Windsor issued a request for proposals for services to support Windsor's pretreatment and storm water programs. At Windsor's request, Sonoma Water submitted a proposal and was selected to perform these services under the proposed agreement.

SERVICES TO BE PERFORMED

Under the proposed agreement, Sonoma Water will provide services, including plan check review, industrial waste permitting, pretreatment and industrial user inspection, food service and commercial user inspection, wastewater sampling and monitoring, and reporting.

Under the proposed agreement, Town of Windsor will pay Sonoma Water \$130,000 per fiscal year for these services; the term end date is June 30, 2027.

The proposed agreement includes three one-year options to continue the agreement under the existing terms.

County of Sonoma Strategic Plan Alignment:

N/A

Sonoma Water Strategic Plan Alignment

Goal: Engage with the community to build understanding, trust, and support for projects and programs.

Strategy: Build collaborative partnerships, trust and long-term relationships with the community through service excellence, proactive communication and education.

Through collaboration and partnership with the Town of Windsor, Sonoma Water will continue to provide industrial waste services for the Airport/Larkfield/Wikiup business community and develop strong relationships with businesses in the Town of Windsor, thus demonstrating Sonoma Water's commitment to protecting the community and the environment.

Racial Equity:

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

No

Prior Board Actions:

05/13/2025: A) Authorize Sonoma County Water Agency's General Manager to execute the First Amended and Restated Agreement for Funding of Wastewater Intertie Pipeline Construction between Sonoma County Water Agency and Town of Windsor, in substantially the form as the draft presented to this Board. The amended agreement increases the amount by \$1,300,000, for a new not-to-exceed agreement total of \$2,800,000, and no change to end date of June 30, 2026. (Fourth District)

B) Resolution Authorizing Adjustments to the Board Adopted Budget for Fiscal Year 2024-2025 for the Airport/Larkfield/Wikiup Sanitation Zone Construction Fund in the amount of \$1,300,000 for the First Amended and Restated Agreement for Funding of Wastewater Intertie Pipeline Construction between Sonoma County Water Agency and Town of Windsor. 4/5th Vote Required.

06/04/2024: Authorize Sonoma County Water Agency's General Manager to execute an agreement with Town of Windsor for funding of wastewater intertie pipeline construction between Airport/Larkfield/Wikiup Sanitation Zone and Town of Windsor through June 30, 2026, in the not-to-exceed amount of \$1,500,000 and authorize Sonoma County Water Agency's General Manager to amend or terminate this agreement with approval of County Counsel. (Fourth

Agenda Date: 6/3/2025

District)

06/04/2024: Authorize Sonoma County Water Agency's General Manager to execute an agreement for Wastewater Collection and Treatment Between the Windsor Water District and Sonoma County Water Agency through June 30, 2034. (Fourth District)

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses		\$130,000	\$130,000
Additional Appropriation Requested			
Total Expenditures		\$130,000	\$130,000
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other		\$130,000	\$130,000
Use of Fund Balance			
General Fund Contingencies			
Total Sources		\$130,000	\$130,000

Narrative Explanation of Fiscal Impacts:

Appropriations of \$130,000 will be budgeted in FY 2025/2026 in the General Fund. FY 2026/27 appropriations will be budgeted in that fiscal year.

Offsetting revenues will come from the Town of Windsor.

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:

Attachment - Agreement with Town of Windsor

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

None.