

CITY OF SANTA ROSA  
BOARD OF PUBLIC UTILITIES

TO: CHAIR AND BOARD MEMBERS  
FROM: JERRY WINTERLIN, ASSISTANT ENGINEER,  
SANTA ROSA WATER  
SUBJECT: FIRST AMENDMENT TO AGREEMENT BETWEEN THE CITY OF  
SANTA ROSA AND THE COUNTY OF SONOMA FOR  
ADJUSTMENTS TO CITY OWNED UTILITY FACILITIES

AGENDA ACTION: MOTION

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RECOMMENDATION

It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, approve the First Amendment to the Agreement Between the City of Santa Rosa and the County of Sonoma for Adjustments to City Owned Utility Facilities.

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EXECUTIVE SUMMARY

The County of Sonoma (County) paves several County owned roads each year containing City of Santa Rosa (City) water, wastewater, and water reuse utility appurtenances, including, but not limited to, water valves, wastewater manholes, and water reuse facility covers. The existing Agreement Between the City of Santa Rosa and the County of Sonoma for Adjustments to City Owned Utility Facilities ("Agreement") authorizes the County to adjust City appurtenances as part of paving projects and authorizes the City to pay the County for the cost of said adjustments. This amendment increases the not to exceed total amount of the Agreement to \$1,000,000.

BACKGROUND

Prior to execution of the original Agreement, the County paved around City appurtenances without adjusting them to new pavement elevations. This resulted in undesirable conditions, such as, depressed manholes and valve boxes in County roads and uneven driving surfaces. A separate City Capital Improvement Project (CIP) would then be required to adjust City appurtenances to the new road surface elevation. Since the execution of the Agreement, the work of adjusting City appurtenances has been done by County contractors with the cost billed to the City.

The original Agreement, dated February 6, 2018, was valid for an accumulative not-to-exceed total amount of \$291,000, reviewed by the City's attorney office, and approved

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by the City Manager. As the agreement was within the City manager's signing authority, there was no prior Board of Utilities or City Council review or action.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

Not applicable.

ANALYSIS

To date the City has paid \$249,206 in invoice payments toward the not-to-exceed total amount of \$291,000 authorized under the original Agreement. The estimated cost for adjusting City appurtenances associated with the County's upcoming 2025 pavement project is \$69,768, which will exceed the total authorized amount.

This first amendment will increase the not-to-exceed amount of the Agreement to \$1,000,000. It is estimated that this amount will cover utility appurtenance adjustment invoices over a period of approximately the next ten years. This will allow the County, as part of their paving projects, to remove City utility structures down below the depth of the paving (lowering iron), repave the road, and then replace the City structures (raising iron). The cost of lowering and raising the iron is then billed to the City for reimbursement to the County. This agreement benefits the City by reducing City staff time for project design, construction contract management, and inspection resulting in cost savings for the City.

The amendment also updates the County's contact information for making payments under Section 7.8.

As this amendment is over the City manager's signing authority, it requires Board of Utilities approval.

FISCAL IMPACT

Funds for this agreement are appropriated annually as part of the Water Department's CIP budget and are based on estimates provided by the County for road pavement projects.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) and 15378.

Section 15061(b)(3) applies as this action involves an administrative amendment to an existing agreement that does not involve any physical change to the environment and has no potential for causing a significant environmental impact.

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Section 15378 clarifies that the approval of this amendment constitutes a “project” under CEQA only if it involves a physical change to the environment. Since this amendment only increases the contract amount for existing services without altering the scope or physical work, it does not constitute a project under CEQA.

Therefore, no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

Attachment 1 – Agreement Between the City of Santa Rosa and the County of Sonoma for Adjustments to City Owned Utility Facilities, dated February 6, 2018 (Original Agreement)

Attachment 2 – First Amendment to Agreement Between the City of Santa Rosa and the County of Sonoma for Adjustments to City Owned Utility Facilities, dated July 8, 2025 (Amendment)

PRESENTER

Jerry Winterlin, Assistant Engineer, Water Department