

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: CHAIR AND BOARD MEMBERS
FROM: KYLE SPONGBERG, ENVIRONMENTAL SPECIALIST, SANTA ROSA WATER
SUBJECT: FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF SANTA ROSA AND THE COUNTY OF SONOMA SUPERVISED WORK CREW

AGENDA ACTION: MOTION

RECOMMENDATION

It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, approve this first amendment to the Memorandum of Understanding between the City of Santa Rosa and the County of Sonoma to increase the total not-to-exceed amount by \$192,275.00, resulting in a new contract amount of \$290,814.00, and to extend the time of performance to December 31, 2027.

EXECUTIVE SUMMARY

The purpose of this motion is to approve an amendment to the existing Memorandum of Understanding (MOU) with Sonoma County Probation to add funding and extend the time of performance for the Supervised Work Crew (SWC).

BACKGROUND

The City of Santa Rosa is regulated by the North Coast Regional Water Quality Control Board under a National Pollutant Discharge Elimination System Municipal Separate Storm Sewer (MS4) permit for storm water and is responsible for storm water management and pollution prevention efforts.

The accumulation of trash and human waste along the City's creeks, parks, and public lands negatively impacts the community, storm water quality, and poses a threat to public health.

Despite the City's strong Creek Stewardship Program and work done by City staff, contract workers, and volunteers to remove debris, trash, and solid waste, the level of staff and financial resources necessary to fully address these issues far exceed those available.

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Therefore, the City entered into an MOU with the Sonoma County Probation Department to provide additional resources needed to address the increasing accumulation of trash along City creeks and public lands. The current MOU was approved by the Assistant City Manager on July 10, 2025, and expires June 30, 2026.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

Not applicable.

ANALYSIS

The proposed amendment to this MOU extends the compensation, services, and time of performance through December 31, 2027. This MOU provides services of a Supervised Work Crew of low-risk offenders, supervised by the County, to conduct general maintenance, cleanup, and landscaping services for the City. With up to 10 crew members per workday, this agreement has enabled the City's Storm Water and Creek's team to efficiently clean heavily impacted creek reaches. Over the previous four years, SWC crews have removed more than 70% of the total trash removed from City waterways. Examples of work performed include, but are not limited to, trash removal; maintenance of trails, sidewalks and fences; vegetation management; weed eating; routine maintenance activities within creeks and public lands. This amendment will also provide assistance to City staff for encampment cleanups.

This amendment was approved by the County of Sonoma's Board of Supervisors on April 14, 2026.

FISCAL IMPACT

Approval of this action does not impact the General Fund.

Funds for this amendment have been appropriated in the Storm Water Enterprise Fund. The amount of the amendment is \$192,275.00, bringing the total not-to-exceed amount to \$290,814.00.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines section 15378, the recommended action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have the potential to result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the recommended action is exempt pursuant to CEQA Guidelines section 15061(b)(3), as it can be seen with certainty that there is no possibility that the action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

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The original Memorandum of Understanding between the City of Santa Rosa and the County of Sonoma Supervised Work Crew was approved by the Assistant City Manager on July 10, 2025.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – First Amendment to Memorandum of Understanding Between City of Santa Rosa and the County of Sonoma Supervised Work Crew
- Attachment 2 – Original Memorandum of Understanding Between City of Santa Rosa and the County of Sonoma Supervised Work Crew

PRESENTER

Kyle Spongberg, Environmental Specialist