

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** July 19, 2023

**To:** Mayor and Town Council  
**From:** Veronica Siwy, Deputy Director of Water & Environmental Management  
**Subject:** Agreement with Sonoma Water for Funding of Recycled Water Design Project

### **Recommendation to Council:**

Authorize the Town Manager to execute an agreement with Sonoma Water to access funding for Recycled Water Design Project and authorize the Town Manager to execute future agreements with Sonoma Water, permitting Sonoma Water to contribute additional funds to the Recycled Water Design Project.

### **Strategic Plan Element:**

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

### **Background:**

In 2013 the Town of Windsor (Town) adopted an Urban Recycled Water Facilities Planning Study (2013 Study), drafted by West Yost Associates. This Study developed and evaluated priority recycled water projects for the Town. The 2013 Study included a market assessment of recycled water demand and an analysis of proposed recycled water project alternatives.

The 2013 Study recommended expanding recycled water to the southernmost part of the Town's potable distribution system, also referred to as the Airport Business Park area, based on an evaluation using specific ranking criteria and overall cost-effectiveness. In May 2023, the Town updated the assumptions in this Study (2013 Study Update), in coordination with West Yost Associates, including updating customer demands and performing a hydraulic evaluation to identify infrastructure required to expand the Town's recycled water system to deliver water to the Airport Business Park area. The Town wishes to pursue an agreement to access sub-charge funds from potable water purchased through the Santa Rosa Aqueduct. These funds would be used to prepare initial design documents to expand the recycled water system, in addition to required environmental documents. The Town's goal is to be prepared for grant funding as it becomes available by having initial design documents drafted for recycled water expansion.

### **Discussion:**

The Town owns and operates a water reclamation system which includes a water reclamation plant, recycled water storage ponds, a transmission system that discharges to Mark West Creek, a recycled water distribution system providing for agricultural irrigation and urban uses, and infrastructure for delivery to the Geysers Geothermal Project.

In 2001, the Town adopted a Water Reclamation Master Plan, establishing a plan for wastewater treatment, storage, and reuse. The Master Plan memorialized the Town's recycled water use priorities as

the following:

- Priority 1: Reuse within Town limits or sphere of influence
- Priority 2: Agricultural reuse outside of Town limits
- Priority 3: Reuse at the Geysers geothermal project
- Priority 4: Discharge to Mark West Creek

Additionally, in 2020, the Town established the following goals for its recycled water program:

- Maximize recycled water use
- Minimize discharge to Mark West Creek
- Pursue reliable/adaptable disposal options
- Maintain permit compliance
- Demonstrate fiscal responsibility
- Develop regional partnerships as appropriate

Town staff have operated the recycled water delivery system to date under this clear direction. In March 2021 the Town secured additional recycled water storage resources through an Agreement with the Sonoma County Water Agency (Sonoma Water). This Agreement allows for the coordinated operation of the two agency systems and includes provisions for the Town to utilize excess recycled water storage at Sonoma Water's facilities, when available. The Town's ability to store greater volumes of recycled water creates an opportunity for the Town to pursue expansion of its recycled water distribution system.

The Town's 2020 Urban Water Management Plan (UWMP) serves as a long-range planning document for the Windsor Water District and the Town of Windsor's water supply. The document contains considerations for water supply reliability during normal rain and drought conditions. The 2020 UWMP indicated there should be sufficient potable water supply in normal years; however, the Town may experience water shortages in dry years beginning in 2030. The expansion of the Town's recycled water system to offset potable demand will help alleviate this potential shortage. The Town's 2013 Study Update estimated approximately 472 acre-feet of potable water would be offset each year by expanding the Town's recycled water system to the southern service area.

New funding avenues at both the state and federal levels have become available to encourage the development of recycled water use. The Town proposes to develop design plans, in addition to, environmental documentation based upon the 2013 Study and 2013 Study Updates. The goal is to have the project ready to pursue potential funding opportunities when they become available.

The Town of Windsor currently purchases potable water from Sonoma County Water Agency through the Santa Rosa Aqueduct under the 2006 Restructured Agreement for Water Supply (Restructured Agreement). Section 4.15 of the Restructured Agreement established a Recycled Water and Local Supply Sub-Charge, which is designated to be used only for the costs of Recycled water Projects that are designed to offset the use of potable water from the Aqueduct Transmission System, as defined in section 1.2.z "Recycled Water Projects". The Town desires to use funding from the Recycled Water and Local Supply fund to move forward with a Recycled Water Supply Design Project, including CEQA documentation.

Sonoma Water will be submitting to the Town a separate agreement, which will contribute additional funds from Sonoma Water to the Recycled Water Design Project. This separate agreement will not result in any additional funds being contributed to the project by the Town.

**Fiscal Impact:**

The total fiscal impact of the proposed contract will allocate up to \$450,000 from the 2006 Restructured Agreement Recycled Water and Local Supply Sub-Charge fund, with no additional currently proposed or required from the Town or District funds at this time.

**Environmental Review:**

This action does not constitute approval of a “project” within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 because it does not have the potential to result in a direct or indirect physical change in the environment because it is only an agreement to fund a future project. Future project-specific environmental reviews will be conducted prior to approval of any capital project.

The proposed Request for Proposals and resulting Professional Service Agreement that will be issued under the funds authorized in this agreement will include the preparation of a CEQA document for the Project. Approval of the PSA would facilitate CEQA compliance. Future CEQA documents will be made available to the public and as lead agency, the Planning Commission or Town Council will review and approve any Negative Declaration or Environmental Impact Reports.

**Attachment(s):**

[1. 2023 Agreement - Sonoma Water - Recycled Water Design Project](#)

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**Reviewed by:**

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