



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}G

Yountville Town Council Staff Report

DATE: May 6, 2025
TO: Mayor and Town Council
FROM: John Ferons, Public Works Director
PREPARED BY: Erica Rodgers, Management Analyst

RECOMMENDATION

Adopt Resolution Number 25-4351 approving Amendment No. 3 to Professional Service Agreement #2024-886 with WaterTalent LLC. to continue providing Interim Chief Plant Operator services, authorizing the Town Manager to execute the Amendment, and approving a corresponding budget adjustment.

DISCUSSION/BACKGROUND

The Town owns and operates the Wastewater Reclamation Facility (WRF) under National Pollutant Discharge Elimination System (NPDES) permit CA003812, issued by the San Francisco Bay Regional Water Quality Control Board Order No. R2-2020-0026. This permit regulates the treatment process and allows the Town to treat the effluent for redistribution as recycled water. The level of treatment in place at the plant to meet recycled water quality requires that the Town have an operator with a Grade III Wastewater Treatment Plant Operator's certificate (or higher) be designated as the Town's "Chief Plant Operator."

Due to staffing changes and succession planning efforts, the Town does not currently employ an individual with the required certification. At present the plant is currently operated by two Town staff members with Grade II Wastewater Treatment Plant Operator's certificates on a daily basis, which is allowed per regulations. However, the Regional Board requires a Grade III Wastewater Treatment Plant Operator's certificate (or higher certification) to be designated as the Chief Plant Operator (CPO) to oversee day-to-day operations to ensure regulatory compliance.

Amendment 1 to the WaterTalent contract extended the budget in support of the Town staffing succession plan. In addition, the Town's NPDES permit is valid through the end of November 2025, and Utility Staff is preparing for the NPDES permit renewal process. The renewal application is due March 1, which will be followed by consultation and interaction with the Waterboard while negotiating a new permit for the future 5-year period.

Amendment 2 to the WaterTalent contract extended the budget to retain WaterTalent's services providing access to our consulting Grade 3 Chief Plant Operator Steve Dominguez. Mr. Dominguez's expertise has been vital in maintaining the Town's wastewater treatment plant operations and supporting succession planning efforts. The additional funding allowed for continuity of these essential services, which helped address immediate staffing needs while advancing the NPDES permit renewal process. However, as project demands have evolved, additional funding is necessary to maintain uninterrupted service through the remainder of the fiscal year.

Amendment 3 is now being proposed to provide additional funding required to extend the consulting services of Grade III Chief Plant Operator Steve Dominguez through the remainder of the fiscal year, ensuring that the Town

has continued access to critical expertise required to meet the evolving project demands and ensure continued services through the remainder of the fiscal year. This funding will ensure that the Town can maintain its operational compliance and meet the regulatory requirements outlined in the NPDES permit, which includes ongoing consultation with the Waterboard and preparation for the renewal application.

The value of Amendment 3 is \$61,250, and staff is requesting a budget adjustment of the same amount to cover the costs associated with this amendment. This adjustment will ensure that the necessary funding is available to continue the services provided under the amendment. With this change, the total value of the contract will increase from \$112,000 to \$173,250. The contract is fully funded from the Wastewater Treatment Operations Budget line item 62-4515-4210, and the requested budget adjustment will increase the current budget of \$306,550 to \$367,800 to accommodate this amendment. Fund 62 has sufficiently available fund balance to accommodate this request.

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3).

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? Yes

Where is it Budgeted? Wastewater Treatment Operations; 62-4515-4210

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Exceptional Town Services and Staff:** The Town supports its talented staff who deliver high quality municipal programs and services while maintaining public infrastructure for the benefit of the community. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town's Recycles Water Program is critical infrastructure for the benefit of the community. Providing a qualified Chief Plant Operator ensures regulatory compliance with the water reclamation permit maintaining infrastructure for the benefit of the community. Managing the contract to provide this need and bringing it forward for approval above the Town Manager's authority is maintaining fiscal policy.

ATTACHMENTS

1. Resolution No. 25-4351
2. Draft Amendment 3 - WaterTalent