



CITY OF SEBASTOPOL CITY COUNCIL

AGENDA ITEM REPORT FOR MEETING OF: December 2, 2025

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To: Budget Committee Councilmembers

From: Erik Billing, Public Works Supervisor
Toni Bertolero, Public Works Engineer

Subject: Budget Amendment and Notice of Completion for the Calder Creek Storm Drain Repair at Ives Park Project (CIP #0427-25.07)

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RECOMMENDATIONS:

That the City Council 1) adopt a resolution for a budget amendment adding \$10,250 to the Capital Improvement Project budget to increase the budget to \$74,650.00, 2) authorize the Interim City Manager to approve increasing the Purchase Order to \$58,309.00 to Miksis, and 3) accept the improvements for public use and authorizing staff to file a Notice of Completion for the Calder Creek Storm Drain Repair at Ives Park Project.

EXECUTIVE SUMMARY:

The Calder Creek Storm Drain Repair at Ives Park Project CIP #0427-25.07 (Project), is for the design, permitting and construction of a trenchless repair of the 60-inch corrugated metal storm drain pipe. Under the State Public Contract Code and the City's Purchasing Policy #89, public projects under \$75,000 do not have to be publicly bid but can be performed under negotiated contract. The City selected Miksis Services, Inc., to perform the work because of their experience with this type of repair and their reliable, long-standing work history with the City. The project's increased costs are due to changes required by the California State Water Board and weather conditions. The proposed budget amendment cost summary is shown in Table 1 below.

Table 1 – Cost Summary

Description	Amount
Approved Budget Amount	\$64,400.
Additional Work	\$10,250.
Total Costs	\$74,650.

BACKGROUND:

On April 25, 2025, a large sinkhole was found in an asphalt pathway that crosses Calder Creek in Ives Park. Upon examination, it was found that the structure of the base of the large 60-inch diameter by 30-foot length corrugated metal pipe (CMP) was compromised. This caused the fill and soil beneath the pipe to wash down Calder Creek and the fill above the pipe to slip into the void which resulted in unsupported asphalt in the pathway. The CMP that needs repair is directly in line with the flow of Calder Creek. The sink hole was determined to be a risk for public safety and covered with large steel plates.

Due to the urgency of the situation, Miksis Services was retained to perform a trenchless repair of the CMP. The repair consists of a cinderblock wall to keep the water held upstream with two 8" diversion pipes. Once the CMP is in a dry environment, the repair to the floor of the CMP could begin. Public Works staff removed some of the backfill surrounding the CMP and patch paving the area with asphalt to temporarily repair the area to alleviate public safety concerns.



Staff requested to add this new Capital Improvement Project and on September 2, 2025, Council adopted Resolution No. 6700-2025 authorizing a budget amendment for the Calder Creek Storm Drain Repairs at Ives Park Project for \$64,400.

The original estimate for the Project is shown on Table 1 and was approved by Council on September 2, 2025.

Table 1 – Approved Cost Summary

Description	Amount
Design/Env/Permits	\$26,000.
Construction	\$32,000.
Contingency (20%)	\$6,400.
Total	\$64,400.

DISCUSSION:

During the repair work, Miksis needed additional time to complete the work due to additional environmental precautions required by the California State Water Board and weather conditions. Once the work commenced, Miksis had to continue the work until its completion due to the environmental concerns of keeping the cofferdam in place and due to weather conditions. It was only until after the work was completed did staff receive a final accounting of the time and materials performed by Miksis.

STAFF ANALYSIS:

The final costs for the Project increased as summarized in Table 2. The additional budget requested for this Project is \$10,250.

Table 2 – Cost Comparison Summary

Description	Approved Amount	Amended Amount	Budget Difference
Design/Env/Permits	\$26,000.	16,341.	
Construction (Miksis)	\$32,000.	\$58,309.	
Contingency (20%)	\$6,400.	N/A	
Total	\$64,400.	\$74,650.	+\$10,250.

The work has been deemed to be complete by the Public Works Operations Supervisor who oversaw the work performed by Miksis. All work is satisfactory, and it is recommended that the Notice of Completion be approved. There were no retentions of payment and therefore all payments due Miksis have been completed. Once the Council accepts completion of the work staff will file the Notice of Completion with the County Recorder.

CITY COUNCIL GOALS/PRIORITIES/AND OR GENERAL PLAN CONSISTENCY:

This agenda represents the City Council goals/priorities as follows:

- Goal 3 – Infrastructure. Maintaining high quality infrastructure, facilities and services includes repairing/ replacing outdated city facilities, improving streets, stormwater and wastewater infrastructure.

This agenda item represents the City Council General Plan Consistency (if applicable):

- Conservation and Open Space (COS 3-3): Support rehabilitation of any culverted or open existing channel and the natural water table.



- The Planning Commission made a finding of General Plan Consistency for the Capital Improvement Plan (Plan) on May 13, 2025. Adding this new CIP project is consistent and similar to other projects in the Plan and therefore does not require a new finding by the Planning Commission.

FISCAL IMPACT:

The CIP project budget increase is \$10,250 with funding from Building/Facilities/Infrastructure Fund 103. The adopted estimated ending fund balance for Fiscal Year 2025-26 is \$1,095,517 and there are sufficient funds for this budget amendment request.

COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

As of the writing of this staff report, the City has not received any public comment on this item. However, if staff receives public comment from interested parties following the publication and distribution of this staff report, such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

RESTATED RECOMMENDATION:

That the City Council 1) adopt a resolution for a budget amendment adding \$10,250 to the Capital Improvement Project budget to increase the budget to \$74,650.00, 2) authorize the Interim City Manager to approve increasing the Purchase Order to \$58,309.00 to Miksis, and 3) accept the improvements for public use and authorizing staff to file a Notice of Completion for the Calder Creek Storm Drain Repair at Ives Park Project.

CITY COUNCIL OPTION(S):

There is no feasible option because the repair work has been completed and the contractor is requesting final payment.

ATTACHMENTS:

- 1-Budget Amendment Resolution
- 2-Notice of Completion

APPROVALS:

Department Head Approval: Approval Date: 11/17/25

CEQA Determination (Planning): Approval Date: 8/14/25

This project is Categorical Exempt pursuant to CEQA Guidelines Section 15301 (d).

Administrative Services (Financial) Approval Date: 11/18/25

Costs authorized in City Approved Budget: ☐ Yes ☒ No ☐ N/A

Account Code (f applicable) Fund 103

City Attorney Approval: Approval Date: 11/17/25

City Manager Approval: Approval Date: 11/24/25

RESOLUTION NUMBER: XXXX-2025
CITY OF SEBASTOPOL

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL AUTHORIZING A BUDGET
AMENDMENT FOR THE CALDER CREEK STORM DRAIN REPAIRS AT IVES PARK CIP #0427-25.07 FOR THE
AMOUNT OF \$10,250.00

WHEREAS, it was discovered that the structure of the base of the 60-inch diameter by 30-foot length storm drain pipe is compromised and damaged and caused the fill and soil beneath the pipe to wash down Calder Creek and the fill above the pipe to slip into the void which resulted in unsupported asphalt in the pathway at Ives Park; and

WHEREAS, on September 2, 2025, Council adopted Resolution No. 6700-2025 authorizing a budget amendment for the Calder Creek Storm Drain Repairs at Ives Park Project (Project) for \$64,400; and

WHEREAS, due to additional work not anticipated by the Contractor, Miksis, given weather conditions and complexity of the repair work, the cost of the repair work increased beyond the approved budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sebastopol does hereby approve a budget amendment of \$10,250.00 for the Calder Creek Storm Drain Repairs at Ives Park Project from the Building/ Facilities/Infrastructure Fund 103 for the design, permitting, and construction of the project and increasing the budget from \$64,400.00 to \$74,650.00.

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the 2nd day of December 2025 by the following vote:

VOTE:

Ayes:

Noes:

Absent:

Abstain:

APPROVED: _____
Mayor Steven Zollman

ATTEST: _____
Mary Gourley, Acting City Manager/City Clerk, MMC

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

When Recorded Return to:

City of Sebastopol
P. O. Box 1776
Sebastopol, CA 95472

Recorded for the benefit of the City of Sebastopol
and exempt from recording fees pursuant to
Government Code Section 27383.

(Space Above this Line is for Recorder's Use Only)

**NOTICE OF COMPLETION
CIP #0427-25.07**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner of the interest or estate below in the property hereinafter described.
2. The full name of the undersigned is the City of Sebastopol, a Municipal Corporation.
3. The address of the undersigned is P.O. Box 1776, Sebastopol, CA 95472
4. The nature of the title of the undersigned is owner in fee.
5. All work of improvement on the property hereinafter described was completed as of November 11, 2025.
6. The name of the original contractor for the work of improvement is Miksis Services, Inc., of Healdsburg, California.
7. The work of improvement is described as follows:

Calder Creek Storm Drain Improvements at Ives Park

Original Contract Price: \$32,000.00
Final Contract Price: \$58,309.00

I am the Interim City Manager for the City of Sebastopol, a Municipal Corporation, the owner of the indicated interest or estate in the property described above. I make this verification on behalf of the City of Sebastopol. I have read the Notice and know its contents. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

CITY OF SEBASTOPOL
A Municipal Corporation

Dated: _____

Mary Gourley, Interim City Manager