



## COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

### SUMMARY REPORT

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**Agenda Date:** 7/8/2025

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**To:** Boards of Directors, Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma Valley County Sanitation District

**Department or Agency Name(s):** Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma Valley County Sanitation District

**Staff Name and Phone Number:** Kevin Booker 707-521-1985

**Vote Requirement:** Majority

**Supervisory District(s):** First and Fifth

**Title:**

Hazardous Waste Assistance and Related Services Agreement with Stone Creek Consulting LLC

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager, acting on behalf of Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma Valley County Sanitation District to execute an agreement with Stone Creek Consulting, LLC, in substantially the form as the draft presented to this Board, for as-needed assistance with hazardous waste management and related services through June 30, 2030, in the not-to-exceed amount of \$85,000. (First and Fifth Districts)

**Executive Summary:**

Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma Valley County Sanitation District (Districts) are subject to regulatory requirements for above-ground oil storage. Spill Prevention Control and Countermeasure (SPCC) Plans and Hazardous Material Business Plans (HMBP) are required at these Districts' facilities and require occasional reassessment and updates for regulatory compliance. To meet these requirements, Sonoma County Water Agency (Sonoma Water) needs consultant support services for environmental regulatory compliance for hazardous materials.

**Discussion:**

**HISTORY OF ITEM/BACKGROUND**

Sonoma Water operates and manages Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma Valley County Sanitation District under contract with Districts. Districts are subject to SPCC Plan and HMBP requirements.

Title 40 of the Code of Federal Regulations, Part 112 requires facilities with an aggregate aboveground oil storage capacity greater than 1,320 gallons or a completely buried storage capacity greater than 42,000 gallons to have an SPCC Plan. The definition of oil includes petroleum, fuel oil, sludge, oil refuse, vegetable oils, and other oils and greases including synthetic oils and mineral oils.

The SPCC Plan is required to include an inventory of all oil storage with a capacity of 55 gallons or more, operating procedures to prevent oil spills, control measures installed to prevent oil spills from waterways, and countermeasures to contain, cleanup, and mitigate the effects of an oil spill. SPCC Plan requirements include routine inspections of oil storage areas, training, and updating plans every five years.

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California Health and Safety Code section 25501(m) requires applicable facilities to complete and submit an HMBP. Districts are subject to HMBP requirements at all facilities. HMBPs must be updated annually and submitted by March 1st of each calendar year and uploaded to California Environmental Reporting System.

#### **SELECTION PROCESS**

Stone Creek Environmental Consulting, LLC (Consultant) was selected from a list of qualified consultants developed from a competitive selection process. Attached is a memo that explains the competitive selection process.

Consultant was selected for the subject work because of their extensive knowledge of Title 40 and of the requirements that go into the development and updating of HMBPs.

Districts may seek to amend or enter into subsequent agreement(s) with Board approval if required, relying upon this competitive selection process, after the preliminary or initial work is completed.

#### **SERVICES TO BE PERFORMED**

Under the agreement, Consultant will provide as-needed support services for environmental regulatory compliance for hazardous materials.

The cost of services will not exceed \$85,000; the term end date is June 30, 2030.

Under the agreement, the General Manager will have the ability to extend the term of the agreement for up to two additional years by providing written notice to the other party thirty days in advance of the expiration date. The extension would be formalized in an amended agreement or amendment signed by the parties.

#### **County of Sonoma Strategic Plan Alignment:**

N/A

#### **Sonoma Water Strategic Plan Alignment**

Goal: Planning and Infrastructure

Strategy: Conduct planning that integrates and balances operational, maintenance, and infrastructure priorities.

Action: Continue to engage in planning efforts and partnerships to protect and enhance the water supply.

The disposal of hazardous waste requires specific manifest records to be completed and retained. In addition, the California Health and Safety Code section 25501(m) requires applicable facilities to complete and submit a HMBP.

The work under this agreement will ensure plans are prepared and records are properly completed and retained. This effort will continue to assist Sonoma Water's efforts to protect and enhance our water supply.

#### **Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

#### **Prior Board Actions:**

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**Agenda Date:** 7/8/2025

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2/25/25: Board approved agreement with Stone Creek Environmental Consulting, LLC for hazardous waste regulatory support for water transmission system services through January 30, 2030, in the not-to-exceed amount of \$250,000.

1/10/23: Board approved agreement with Stone Creek Environmental Consulting, LLC for hazardous waste and environmental regulatory support services through January 31, 2024, in the not-to-exceed amount of \$80,000.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY25-26 Adopted</b>	<b>FY26-27 Projected</b>	<b>FY27-28 Projected</b>
Budgeted Expenses	\$15,000	\$15,000	\$15,000
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$15,000	\$15,000	\$15,000
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$15,000 is available from FY 2025/2026 appropriations for the Sonoma Valley County Sanitation District, the Occidental County Sanitation District, and the Russian River County Sanitation District funds. Future FY appropriations will be budgeted in those fiscal years.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1: Agreement with Stone Creek Environmental Consulting, LLC

Attachment 2: Competitive Selection Process Memo

**Related Items "On File" with the Clerk of the Board:**

None.