



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

**Staff Name and Phone Number:** Kevin Booker 707-521-1865

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

Sanitary Sewer System Audits and Sewer Emergency Response Plan Services Agreement with Stone Creek Environmental Consulting, LLC

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager acting on behalf of Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District to execute an agreement with Stone Creek Environmental Consulting, LLC, in substantially the form presented to this Board, for sanitary sewer system audits and Spill Emergency Response Plan updates through June 30, 2026, in the not-to-exceed amount of \$58,000.

**Executive Summary:**

Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District (collectively referred to as "Sonoma Water") are required by State Water Resources Control Board (SWRCB) sewer permits to conduct audits of their Sewer System Management Plans (SSMPs) a minimum of once every three years. Sonoma Water must also update its 2016 Spill Emergency Response Plan (SERP), attached to the SSMPs, with new requirements adopted by SWRCB.

**Discussion:**

**HISTORY OF ITEM/BACKGROUND**

Sonoma County Water Agency operates and manages Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District ("Districts") under contract with Districts.

On December 6, 2022, the SWRCB adopted a new set of Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order WQ 2022-0103-DW (2022 Order), which rescinded and replaced the prior 2006 order. The 2022 Order became effective June 5, 2023, and included new and updated requirements that all agencies with sewer systems must implement to remain in compliance. The requirements of the 2022 Order include updating SSMPs and the SERP, internal program audits, and requirements related to notifying,

monitoring, and reporting for sanitary sewer spills.

Section 5.4 of the 2022 Order requires regulated agencies to conduct audits of their SSMPs a minimum of once every three years, and complete the following tasks:

1. Evaluate the implementation and effectiveness of the facility SSMP in preventing spills.
2. Evaluate facility compliance with the 2022 Order.
3. Identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the state.
4. Identify necessary modifications to the SSMP to correct deficiencies.

### **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 experience preparing these types of sewer audits and their familiarity with developing Sewer Emergency Response Plans.

### **SERVICES TO BE PERFORMED**

Under the agreement, Consultant will conduct audits of seven Sonoma Water facilities for compliance with their SSMPs, update the SERP to ensure compliance with the 2022 Order, and provide training to Sonoma Water staff on the updated documenting and reporting requirements of the 2022 Order.

The cost of services will not exceed \$58,000; the term end date is June 30, 2026.

Through the agreement, the General Manager has delegated authority to approve a written amendment 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 and executing an agreement amendment.

### **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 to support reliable wastewater and flood management services.

Sanitary sewer system audits and updates to the SERP help ensure Sonoma Water is complying with SWRCB requirements and contributes to supporting reliable wastewater services in the event of sanitary sewer overflows during high storm events.

### **Racial Equity:**

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

No

**Prior Board Actions:**

- 04/20/2021: Board adopted a Resolution approving the implementation of the SSMPs for facilities managed by Sonoma Water, and authorizing Sonoma Water's General Manager to periodically update the SSMPs as necessary to reflect current regulatory requirements and best practices.
- 06/14/2016: Board adopted a Resolution approving the implementation of the SSMPs for facilities managed by Sonoma Water, and authorizing Sonoma Water's General Manager to periodically update the SSMPs as necessary to reflect current regulatory requirements and best practices.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY25-26 Adopted</b>	<b>FY26-27 Projected</b>	<b>FY27-28 Projected</b>
Budgeted Expenses	\$58,000		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$58,000</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$58,000		
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>	<b>\$58,000</b>		

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$58,000 is available from FY 2025/2026 appropriations for the Airport Larkfield Wikiup Sanitation Zone (\$9,000); Geyserville Sanitation Zone (\$9,000); Sea Ranch Sanitation Zone (\$9,000); Occidental County Sanitation District (\$9,000); Russian River County Sanitation District (\$9,000); Sonoma Valley County Sanitation District (\$4,000); and the South Park County Sanitation District (\$9,000) funds. No additional appropriation is required.

**Staffing Impacts:**

<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

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**Attachments:**

Attachment 1: Draft Agreement with Stone Creek Environmental Consulting, LLC

Attachment 2: Competitive Selection Process Memo

**Related Items “On File” with the Clerk of the Board:**

None.