



Marin County Department of Public Works
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www.mcstoppp.org

Member Agencies:

Date: March 12, 2015
To: Marin General Services Authority Board
From: Terri Fashing, MCSTOPPP Program Manager
RE: Proposed FY 2015-2016 MCSTOPPP Budget

Belvedere

Corte Madera

County of Marin

Fairfax

Larkspur

Mill Valley

Novato

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

Introduction

Thank you for your continued support of the Marin County Stormwater Pollution Prevention Program (MCSTOPPP) and this opportunity to present the proposed preliminary FY 2015-2016 MCSTOPPP budget. We're working closely with your local stormwater coordinators to meet Phase II Stormwater Permit regulatory deadlines by June 30, 2015.

Summary of MCSTOPPP FY 14-15 Accomplishments

To assist MCSTOPPP member agencies with Phase II Stormwater Permit compliance in FY 14-15 the MCSTOPPP Countywide program is completing the following tasks:

- FY 13-14 Annual Report to State Water Board deliverables and coordination
- FY 14-15 required Pesticide Monitoring Plan and Quality Assurance Plan
- Required staff and professional training workshops for construction, post construction and municipal operations
- 2015 MCSTOPPP Public Outreach Wall Calendar and Survey
- Public outreach services including website updates
- Required Outfall maps, outfall water quality monitoring, and other required mapping and planning tasks
- Tasks to support planning for and implementation of the future trash requirements (mapping, technical memo)
- Permit compliance tracking tools
- Regulatory and technical assistance tasks
- Regional and statewide permit implementation and coordination efforts
- Partially funded by North Bay Watershed Association:
 - Required Program Effectiveness Assessment and Approval Plan
 - BASMAA Post Construction Manual and training

Proposed MCSTOPPP FY 15-16 Budget Options

See Table 1 below for a description of the proposed MCSTOPPP FY 15-16 Budget Options:

Table 1: Projected FY 14-15 Actuals and Proposed MCSTOPPP FY 15-16 Budget Options

Description	Projected FY 14-15 End-of-Year Actuals UPDATED March 2015	Option #1 FY 15-16 Proposed MCSTOPPP Budget	Option #2 FY 15-16 Proposed MCSTOPPP Budget
Beginning Fund Balance	\$760,168	\$413,535	\$413,535
Expenses			
Salaries and benefits	\$440,000	\$485,000	\$485,000
Services and supplies	\$339,561	\$370,248	\$435,523
Services and supplies carry forward	\$117,670		
County indirect overhead	\$11,364	\$11,364	\$11,364
Total Expenses	\$908,595	\$866,612	\$931,887
Revenues			
Municipal contribution	\$550,000	\$650,000	\$650,000
Miscellaneous revenue and interest	\$11,962	\$6,500	\$1,500
Total Revenues	\$561,962	\$656,500	\$651,500
MCSTOPPP reserve needed to fund expenses	\$346,633	\$210,112	\$280,387
Ending Fund Balance	\$413,535	\$203,423	\$133,148

Under each proposed FY 15-16 Budget Option MCSTOPPP will implement the following tasks:

- Conduct required public outreach and involvement tasks
- Develop required plans and permit compliance tracking tools
- Provide regulatory and technical assistance to local stormwater programs
- Conduct required Pesticide Total Maximum Daily Load (TMDL) water quality monitoring
- Provide annual reporting assistance and deliverables
- Provide annual staff (required) and professional training opportunities
- Conduct outfall monitoring at priority outfalls
- Participate in state and regional permit implementation and coordination efforts

The proposed Budget Option #2 would transfer MCSTOPPP reserve funds to assist each municipality with tasks related to the state’s future trash management requirements. We expect the State Water Resources Control Board to adopt statewide trash requirements this April. The trash requirements will impose a 13-year program to comply with stringent trash discharge reduction requirements within priority land use areas (commercial, industrial, high density residential, bus stops/stations). An early deadline under the trash reduction requirements (~December 2016) will be to complete municipal Trash Management Implementation Plans. The Option #2 MCSTOPPP FY 15-16 Budget proposal would fund a set of tasks needed for each implementation plan.

MCSTOPPP Countywide staff is working closely with the Marin Public Works Association and the MCSTOPPP Agency Staff Committee to determine specific trash requirement tasks to complete on behalf of MCSTOPPP member agencies.

Budget Adoption Schedule

MCSTOPPP is administered by the Marin County Flood Control and Water Conservation District and is considered a Special District under the County Board of Supervisors (County BOS). The

Marin County BOS will hold budget adoption hearings in June and will consider adopting the Proposed FY 15-16 MCSTOPPP Budget Option recommended by your Board.

Thank you for your continued participation in MCSTOPPP. As always, please contact me with questions about the budget or about MCSTOPPP.

Attachments-budget tables

C (by email): Raul Rojas, Director of Public Works
Saaid Fakharzadeh, Assistant Director of Public Works
Steve Devine, Public Works Manager
Paul Berlant, Executive Director, Marin General Services Authority
Marin Public Works Association
Municipal Stormwater Coordinators

Municipal and County Contribution to MCSTOPPP				
Municipality	AREA (sq. mi.)	*Current Population	15-16 SHARE	2015-2016 Proposed
TOTAL				\$650,000
BELVEDERE	0.49	2,094	0.006722168	\$4,369.41
CORTE MADERA	3.9	9,381	0.039264855	\$25,522.16
FAIRFAX	2.7	7,541	0.029228462	\$18,998.50
LARKSPUR	3.05	12,102	0.0400205	\$26,013.33
MILL VALLEY	4.67	14,257	0.052926667	\$34,402.33
NOVATO	27	52,967	0.248424249	\$161,475.76
ROSS	1.4	2,461	0.012323428	\$8,010.23
SAN ANSELMO	2.5	12,514	0.037873785	\$24,617.96
SAN RAFAEL	17.3	58,566	0.207305829	\$134,748.79
SAUSALITO	2.2	7,175	0.025829654	\$16,789.28
TIBURON	3.3	9,090	0.035475914	\$23,059.34
CO OF MARIN	94.19	67,698	0.264604489	\$171,992.92
TOTAL	162.7	255,846	1	\$650,000

*Population figures based on most recent (1/1/2014) State Department of Finance estimates. (2010 Census Benchmark).

Follow link (accessed 2-18-15):

<http://www.dof.ca.gov/research/demographic/reports/estimates/e-1/view.php>

Formula for Calculating Contributions to MCSTOPPP

$$\text{County Share} = \frac{\text{Population of unincorporated areas within Marin County}}{\text{Total population within Marin County}}$$

$$\text{Each City/Town Share} = \frac{(1.00 - \text{County Share}) 0.5(\text{Area})}{\sum \text{City Areas}} + \frac{0.5(\text{Population})}{\sum \text{City Population}}$$

The "Alameda Formula" was selected as the simplest method of allocation for determining each municipality's contribution to MCSTOPPP. This formula was recommended to Marin's City Managers who approved its use in 1992. It has worked well in Alameda County and is easy to use. The County's share is calculated solely on the basis of population. A weighted formula using population and area is used for the cities.

FY 2015-2016 Proposed Marin County Stormwater Pollution Prevention Program (MCSTOPPP) Budget								
FY 13-14 Actuals and FY 14-15 Projected Actuals: MCSTOPPP and Oil Payment Program (OPP)								
Fund 25025, Fund Centers 6171011000 (MCSTOPPP) and 6171071000 (OPP)								
Account Program Code	Account Category	Accounting Description	FY 13-14 Actuals	FY 14-15 Budget	FY 14-15 Year-End Estimate Updated March 2015	OPTION #1 FY 15-16 Proposed Budget	OPTION #2 FY 15-16 Alternate Proposed Budget	FY 16-17 Estimated Budget Summary
Fund Center Beginning Balance								
Combined MCSTOPPP - Used Oil Block Grant - Oil Payment Program				\$564,070	\$760,168	\$413,535	\$413,535	\$133,148
MCSTOPPP Expenses								
6171011000 5510263		MCSTOPPP Full Cost Salaries include: • County overhead for taxes and benefits • County Department of Public Works indirect overhead for supplies, support, phone, office space, computer leases, maintenance, and administration.	\$420,777	\$496,695	\$440,000	\$485,000	\$485,000	\$520,000
5211500		MCSTOPPP - Services and Supplies - no carry forward	\$203,294	\$315,909	\$339,561	\$370,248	\$435,523	\$350,000
		MCSTOPPP - Services and Supplies - carry forward from FY 13-14	\$66,200		\$117,670			
5510190		MCSTOPPP County Print Shop - publication and report printing	\$4,575		Services/Supplies			
5510700		MCSTOPPP - Indirect County Overhead - negotiated amount Represents non-DPW estimated benefit to MCSTOPPP for centralized Special District administration costs.	\$11,364	\$11,364	\$11,364	\$11,364	\$11,364	\$11,364
Used Oil Block Grant Transfer Out - to MCSTOPPP Fund Center								
6171021000		UBG Account Transfer OUT to MCSTOPPP fund center	\$153,468					
Oil Payment Program Final Expenses								
6171071000		OPP - Services and Supplies	\$1,400					
		OPP - Services and Supplies Carry Forward Encumbered	\$12,313					
TOTAL EXPENSES without carry forward from FY 13-14			\$794,878	\$823,968	\$790,925			
TOTAL EXPENSES			\$873,391	\$823,968	\$908,595	\$866,612	\$931,887	\$881,364
MCSTOPPP Revenue								
4640322, 4810110		Municipality Contribution • FY12-13 Larkspur & San Anselmo paid in FY13-14	\$592,696	\$550,000	\$550,000	\$650,000	\$650,000	\$760,000
4410125		Interest	\$816	\$800	\$800	\$500	\$500	\$500
4710642		Miscellaneous Revenue (partners, registrations)	\$10,425	\$6,000	\$11,162	\$6,000	\$1,000	\$1,000
4810110		Transfer IN from Used Oil Block Grant Fund Center to MCSTOPPP	\$153,468					
TOTAL REVENUE			\$757,405	\$556,800	\$561,962	\$656,500	\$651,500	\$761,500
Fund Center ENDING Balance								
6171011000		COMBINED MCSTOPPP - Used Oil Block Grant - Oil Payment Program		\$296,902	\$413,535	\$203,423	\$133,148	\$13,284

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MCSTOPPP Services and Supplies Detail								
5210100		Professional Services TOTAL	\$151,558	\$303,644	\$337,056	\$242,000	\$327,000	
5210100	<i>Subtotal</i>	Carry Forward from FY 13-14 or FY 12-13 • Stormwater consultant contract (LWA, Inc.) • Dan Cloak Consulting Contract (new development requirements) • Construction workshop contract • Our Water Our World program (pesticide reduction - TMDL compliance) • Environment education contract (STRAW)	\$66,200	\$117,644	\$117,644	\$0	\$0	
5210100	<i>Subtotal</i>	Professional Services budget FY 15-16 - no carry forward • Stormwater consultant contract - technical and regulatory assistance • Required Pesticide TMDL water quality monitoring East Marin Creeks • Trash implementation plans - complete phase I tasks • Our Water Our World program (pesticide reduction - TMDL compliance) • Environment education contract (STRAW) • MCSTOPPP education and outreach projects • Financial audit	\$85,358	\$186,000	\$219,413	\$242,000	\$327,000	
5210700		Communication Services (cell phones)	\$1,469	\$1,000	\$1,000	\$1,000	\$1,000	
5210900		GIS Maintenance (M & R Services)	\$588	\$600	\$0	\$600	\$600	
5211110		M & R Services Land & Building (GPS software)	\$390	\$400	\$400	\$400	\$400	
5211200		Rent and Operating Leases (copier, storage) includes carry forward	\$2,416	\$3,227	\$3,828	\$3,900	\$3,900	
		<i>Rent and Operating Leases Carry Forward Encumbered</i>		\$27	\$27			
		<i>Rent and Operating Leases No Carry Forward</i>		\$3,200				
5211300		Professional Development Expense	\$665	\$1,500	\$1,000	\$1,500	\$1,500	
5211400		Travel	\$388	\$1,600	\$1,400	\$1,600	\$1,600	
5211500, 5510190		Miscellaneous Services and Printing	\$25,027	\$32,200	\$31,600	\$30,000	\$10,000	
5211600		Countywide Dues and Memberships Total	\$80,939	\$82,409	\$81,848	\$84,248	\$84,523	
		• Required SF Bay Regional Monitoring Program • Bay Area Stormwater Management Agencies Association (BASMAA) • North Bay Watershed Association (NBWA) • California Stormwater Quality Association membership (CASQA)						
5220100		Office Supplies	\$542	\$1,000	\$800	\$1,000	\$1,000	
5220200		Maint & Repair Supplies - Equipment	\$97	\$500	\$400	\$500	\$500	
5220800		Miscellaneous Supplies (outfall monitoring, food, outreach supplies,	\$5,414	\$5,500	\$5,500	\$3,500	\$3,500	
		MCSTOPPP Subtotal Services and Supplies - No Carry Forward	\$203,294	\$315,909	\$339,561	\$370,248	\$435,523	
		MCSTOPPP Total Services & Supplies with Carry Forward	\$269,494	\$433,579	\$457,205	NA	NA	