

**DRAFT**

REGULAR MEETING OF THE MARIN COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD OF SUPERVISORS HELD TUESDAY, OCTOBER 21, 2008, AT 12:15 P.M.

Roll Call

Present: Supervisor Kinsey; Supervisor Brown; Supervisor Arnold; Supervisor Adams;  
Supervisor McGlashan

11a. APPROVAL OF MINUTES OF THE MEETINGS OF AUGUST 5 AND SEPTEMBER 16, 2008

M/s Supervisor Adams - Supervisor Kinsey to approve the minutes of the meetings of August 5 and September 16, 2008.

AYES: ALL

11b. OPEN TIME

There was no one present to speak during open time.

11c. BOARD OF SUPERVISORS' MATTERS

There were no Board of Supervisors' matters at this time.

11d. REQUEST TO AMEND THE FY2008-09 BUDGET FOR THE MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM ("MCSTOPPP")

By letter dated October 21, 2008, Principal Civil Engineer Tracy Clay submitted her report and recommendations regarding the above-captioned matter.

M/s Supervisor Kinsey - Supervisor Arnold to adopt the revised FY 2008-09 Budget for the Marin County Stormwater Pollution Prevention Program ("MCSTOPPP").

In response to questions from Board members, Stormwater Program Administrator Terri Fashing commented briefly regarding contingency funds identified in the proposed budget and the possibility of a future rebate program.

Thereafter, the vote on the pending motion was

AYES: ALL

11e. REQUEST TO ADOPT RESOLUTIONS CREATING BY-LAWS FOR ADVISORY BOARDS PRESIDING OVER FLOOD CONTROL ZONES 3, 5 AND 10

By letter dated October 21, 2008, Principal Civil Engineer Tracy Clay submitted her report and recommendations regarding the above-captioned matter.

Supervisor McGlashan requested that approval of the Resolution and By-Laws for Flood Control Zone 3 be removed from the agenda in order to provide time for additional communication with the Zone 3 Advisory Board.

M/s Supervisor Brown - Supervisor Kinsey to (i) adopt Resolution No. 2008-117 creating By-Laws for the Flood Control Zone 5 Advisory Board; and (ii) adopt Resolution No. 2008-118 creating By-Laws for the Flood Control Zone 10 Advisory Board.

AYES: ALL

11f. APPOINTMENTS

Flood Control Zone ("FCZ") #7 Advisory Board - Santa Venetia

Five openings. Pursuant to the By-Laws adopted on September 16, 2008, existing members are removed and may reapply through the normal appointment process. (Robert Dobrin, Jeffrey Krupnick, Evan Marks, Art Reichert, Timothy Ribble).

M/s Supervisor Adams - Supervisor Arnold to remove existing members, open application process, and schedule five (5) appointments for November 18, 2008.

AYES: ALL

The meeting was adjourned at 12:21 p.m.

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PRESIDENT

ATTEST:

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CLERK

October 21, 2008

Board of Supervisors  
Marin County Flood Control and Water Conservation District  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** Adjust Fiscal Year 2008-09 Budget for the Marin County Stormwater Pollution Prevention Program (MCSTOPPP)

Dear Board Members:

**RECOMMENDATION:** Adopt adjusted 2008-09 budget for Marin County Stormwater Pollution Prevention Program

**SUMMARY:** Since its inception in 1993, Marin County Stormwater Pollution Prevention Program (MCSTOPPP) has administered the California Integrated Waste Management Board's (CIWMB's) Used Oil Block Grant on behalf of all Marin municipalities except the City of Novato, which administers its own Used Oil Block Grants. The CIWMB issues block grants to help local governments establish or enhance permanent, sustainable used oil recycling programs. MCSTOPPP applies the funds to a variety of programs in Marin including used oil recycling, education and outreach, the MCSTOPPP calendar, best management practices instruction in English as a Second Language classes and storm drain stenciling.

The purpose of this item is to request the FY 08-09 MCSTOPPP budget be adjusted to reflect an increase in appropriations and revenue generated from the CIWMB 12<sup>th</sup> and 13<sup>th</sup> cycle of the Used Oil Block Grant Program, and to accordingly adjust the general contingency. Specifically this adjustment would increase the expenditures, including contingencies, by \$75,023 and increase the revenue by \$98,267, per the attached adjusted budget.

**FISCAL IMPACT:** Authorize the Auditor Controller to adjust the FY 2008-2009 MCSTOPPP budget to reflect expenditures and revenue related to MCSTOPPP's management of the Used Oil Block Grant Program, a State Grant fund and to accordingly adjust the general contingency. There is no cost to the County to administer this State grant fund. The Flood Control District costs to administer MCSTOPPP are fully funded by MCSTOPPP revenue.

<b>REVIEWED BY:</b>	[ ]	Auditor Controller	[ X ]	N/A
	[ ]	County Counsel	[ X ]	N/A
	[ ]	Human Resources	[ X ]	N/A

Respectfully submitted,

Tracy J. Clay  
Principal Civil Engineer

Attachment, MCSTOPPP Budget

Reference: FMBB # 300000376 and FMBB # 300000377  
cc: Bill Nelson, Accounting, Paul Berlant, Marin General Services Authority

MCSTOPPP Amended Budget 2008-2009

Used Oil Block Grant (UOBG) Fund 80719 was moved into MCSTOPPP (MCS) Fund 80705 in 2007-2008

MCSTOPPP uses Fund Center 6171011000, Used Oil Block Center uses Fund Center 6171021000

MCSTOPPP Budget for 2008-2009 includes expected revenue and expenditures for the 12<sup>th</sup> and 13<sup>th</sup> Cycles of the UOBG

Account Name	Commitment Item	07-08 Budget UOBG 80719	07-08 Budget MCS 80705	07-08 Actuals UOBG 80719	07-08 Actuals UOBG 80705	07-08 Actuals MCS 80705	08-09 Budget UOBG 80705	08-09 Budget MCS 80705	08-09 Budget 80705 Totals
<b>REVENUE BUDGET</b>									
Interest	4410110		\$20,000						
Interest	4410125			\$1,793		\$34,362	\$2,000	\$35,000	\$37,000
MCSTOPPP City & County Contribution	4640322		\$585,666			\$585,769		\$600,300	\$600,300
Misc Revenue - Other	4710642					\$27,874		\$12,000	\$12,000
State Grant	4530527	\$38,960	\$77,883	\$24,701			\$96,267		\$96,267
Transfers In	4810110					\$993			
<b>TOTAL REVENUE</b>			<b>\$683,549</b>	<b>\$26,493</b>	<b>\$0</b>	<b>\$649,991</b>	<b>\$98,267</b>	<b>\$647,300</b>	<b>\$745,567</b>
<b>EXPENSE BUDGET</b>									
Professional Services	5210100	\$20,181	\$246,181	\$500	\$36,570	\$139,594	\$51,933	\$236,159	\$288,092
Admin & Finance Services	5210200		\$12,000						
Communication Services	5210700					\$350		\$270	\$270
Maintenance & Repair Services	5210900					\$238			
M&R Services Land & Buildings	5211100					\$68			
Rent & Leases	5211200		\$800			\$1,152		\$800	\$800
Professional Development Expense	5211300		\$1,366			\$2,789		\$2,000	\$2,000
Travel	5211400		\$500			\$2,056		\$1,000	\$1,000
Services & Supplies - Misc.	5211500		\$9,000	\$8,764	\$113	\$32,560	\$18,832	\$24,900	\$43,732
Dues and Memberships	5211600		\$118,500			\$104,846		\$84,250	\$84,250
Office Supplies	5220100		\$3,000			\$6,187	\$18	\$4,500	\$4,518
Maintenance & Repair Supplies	5220300					\$1,800		\$400	\$400
Miscellaneous supplies	5220800		\$12,000		\$10,410	\$3,332		\$3,000	\$3,000
Inter-fund Expense - Salaries & Benefits	5510260	\$4,000	\$265,000			\$254,772	\$4,240	\$278,196	\$282,436
Inter-fund Expense - Special Cost	5510700				\$4,000	\$7,262		\$11,825	\$11,825
<b>TOTAL EXPENDITURES</b>		<b>\$24,181</b>	<b>\$668,347</b>	<b>\$9,264</b>	<b>\$51,092</b>	<b>\$557,006</b>	<b>\$75,023</b>	<b>\$647,300</b>	<b>\$722,323</b>
<b>GENERAL CONTINGENCIES</b>									
General Contingency	9000010	\$51	\$408,816	\$408,867			\$16,279	\$576,171	\$592,450
<b>TOTAL EXPENDITURES + CONTINGENCIES</b>		<b>\$24,232</b>	<b>\$1,077,163</b>	<b>\$9,264</b>			<b>\$91,302</b>	<b>\$1,223,471</b>	<b>\$1,314,773</b>