

# RICHARDSON'S BAY REGIONAL AGENCY

Thursday, June 17, 2010

5:30 P.M. to 7:30 P.M.

Sausalito City Council Chambers 420 Litho Street Sausalito, CA

***PUBLIC COMMENT IS INVITED CONCERNING EACH AGENDIZED ITEM PURSUANT TO THE BROWN ACT. PLEASE LIMIT YOUR COMMENTS TO THREE (3) MINUTES.***

## AGENDA

### 5:30 P.M. CALL TO ORDER - ROLL CALL

1. Minutes of April 15, 2010 Meeting
2. Public comments invited concerning items NOT on this Agenda (3-minute limit)
3. Review report of Harbor Administrator
4. Approval of prior expenditures for May – June 2010
5. Approval of Resolution 10-03 accepting additional AWAFF funds and amending the current contract #09-214-505
6. Approval of Contract with Maher Accountancy for audit for FY's 2008-2009.
7. Staff comments
8. Board member matters

Adjourn. **NEXT MEETING:** Tentatively planned for August 19, 2010. Please review your calendars and advise Staff as to your availability.

***A COMPLETE AGENDA PACKET IS AVAILABLE FOR VIEWING ON THE RBRA WEBSITE <http://rbra.ca.gov> , AND AT THE SAUSALITO CITY LIBRARY.***

***TO RECEIVE AN ELECTRONIC MEETING NOTICE, PLEASE EMAIL REQUEST TO DON ALLEE AT [dallee@co.marin.ca.us](mailto:dallee@co.marin.ca.us)***

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# **RICHARDSON'S BAY REGIONAL AGENCY**

## **MEMORANDUM**

June 9, 2010

**TO:** RBRA Board

**FROM:** Ben Berto, RBRA Clerk

**SUBJECT:** June meeting

Board members:

Members from the County, Sausalito, Mill Valley, and Tiburon have confirmed their availability. We have not yet received confirmation from our Belvedere member.

Staff has sent out the budget invoices to each jurisdiction's financial officer and CC'ed each RBRA Board member. Per Board direction, Staff included a cautionary note regarding concerns about funding sources and potential budget impacts. So far the news from DBW is fairly quiet, although some midstream DBW-funded projects recently had to overcome a funding stoppage scare. A bit of good news, the Board will be approving receipt of a DBW grant providing additional funding for vessel abatement. The pie chart shows that we are right on track in closing out the current fiscal year's budget.

Staff conducted its biennial vessel census in Richardson's Bay two weeks ago and reports 132 anchored vessels (as compared to 120 two years ago). More data will be reported at the next RBRA meeting.

We are into the biennial audit cycle performed by Maher Accountancy. Attached is a copy of their work program for approval by the Board. Staff will report the audit results once they become available.

We are still waiting for EPA approval to begin incurring expenditures against the EPA grant for water planning and monitoring efforts relating to TMDL compliance. EPA assures us any day now.

Sausalito's Waterfront and Marinship Steering (WAM) Committee released on May 18 a 72-page report entitled Sausalito Waterfront and Marinship Vision (which may also be found at this link <http://ci.sausalito.ca.us/Index.aspx?page=621> (link also previously sent to Board). The report is well written and described many challenges and opportunities in the Sausalito waterfront. With acknowledgment to WAM, staff has excerpted in this packet a couple of report sections of relevance to RBRA (see attached). Of particular note is Section 3.0, entitled Goals and Recommendations, which lists the following:

- Access, Accommodation and Amenities for Boaters
- 4. Work with BCDC, the RBRA and other groups to provide permanently fixed anchoring fields and moorings for recreational and transient boaters
  - Fine and Applied Arts and Residential Uses
  - Maintain and enhance existing waterborne residential communities

Last year, Staff reported to the Board that the general consensus among the Sausalito groups with whom staff visited regarding the mooring field was favorable to the concept. The support of WAM, an important Sausalito committee, is worth noting as RBRA continues to look for solutions with BCDC.

In response to concerns expressed by an audience member concerning a local emergency response phone number, Staff investigated and determined that the number is correct – it is a local Marin (including Belvedere and Tiburon) emergency number which triggers a faster local response than a 911 call routed through Vallejo.

Recent news of predicted 16- to 29-inch rises in Bay levels within the next 40-100 years, (and that the Bay has apparently already risen 8 inches since the turn of the last century) underscores the currency and importance of the arena in which the RBRA operates. Challenging times.

**City of Sausalito**

**Sausalito Waterfront and Marinship Vision**

**Imagine Sausalito  
Waterfront and Marinship Committee**

(with excerpts)

**May 18, 2010**

Following is a list of existing maritime related public benefits along the Sausalito waterfront (Figure 6):

**1~ Recreational uses**

- a. Launch Ramps
  - 1. Clipper Yacht Harbor
  - 2. Turney Street Ramp
  - 3. Presidio Yacht Club, Travis Marina
- b. Rowing Clubs
  - 1. Sea Trek
  - 2. Open Water
  - 3. Either Oar
- c. Sailing Schools and Rentals
  - 1. Modern Sailing Academy
  - 2. Club Nautique
  - 3. Cass Marina
  - 4. Call of the Sea
  - 5. Bay and Delta
  - 6. SF Bay Adventures
- d. Charter Fleet
  - 1. Fishing
  - 2. Sightseeing & tours
  - 3. Bait & tackle shops
- e. Fishing from shore
  - 1. Clipper spit
  - 2. Pier at Horseshoe Cove
  - 3. South end of Bridgeway

**2~ Maintenance Facilities**

- a. Hoists
  - 1. KKMI
  - 2. Spaulding
  - 3. Schoonmaker Marina
  - 4. List Marine
  - 5. Launch ramps
- b. Maine Railways
  - 1. Sausalito Ship Yard (Arques)
  - 2. Presidio Yacht Club, GGNRA

**3~ Cruising Access**

- a. Guest docks, short-term slips/amenities
  - 1. Clipper Yacht Harbor
  - 2. Schoonmaker
  - 3. Sausalito Yacht Harbor
  - 4. Cruising Club/Cass Marina

**4~ Cruising/ Residential**

- a. Dingy access
  - 1. Clipper fuel dock
  - 2. Schoonmaker Marina

- 3. Galilee Harbor
- 4. Cruising Club
- 5. Turney Street Tie-Up

b. Pump outs

- 1. Sausalito Yacht Harbor
- 2. Pelican
- 3. Schoonmaker Marina
- 4. Clipper Yacht Basin #2
- 5. Marina Plaza

c. Fuel Dock

- 1. Clipper Yacht Basin # 2

**5~Resident/Visitor Serving**

a. Yacht Harbors

- 1. Clipper Basins
- 2. Arques
- 3. Marina Plaza
- 4. Anicelli's Pier
- 5. Schoonmaker
- 6. Marine Ways
- 7. Sausalito Yacht Harbor
- 8. Pelican Yacht Harbor

b. Open Access Piers

- 1. Floating Homes
- 2. Marina Plaza
- 3. Pelican Yacht Harbor
- 4. Sausalito Yacht Harbor
- 5. Cass Marina

c. Yacht Clubs

- 1. Sausalito Yacht Club
- 2. Sausalito Cruising Club

**6~ Maritime**

a. Sausalito Channel access

- 1. Maintain navigable depths in channel
- 2. Maintain navigable depths to harbors
- 3. Enforce rights-of-way/bulkhead lines

b. Anchoring Regulations

- 1. BCDC
- 2. RBRA

c. Water Transit

- 1. Ferries

d. Federal Facilities

- 1. Bay Model
- 2. Army Corps of Engineers



Figure 6 Waterfront Public Benefits

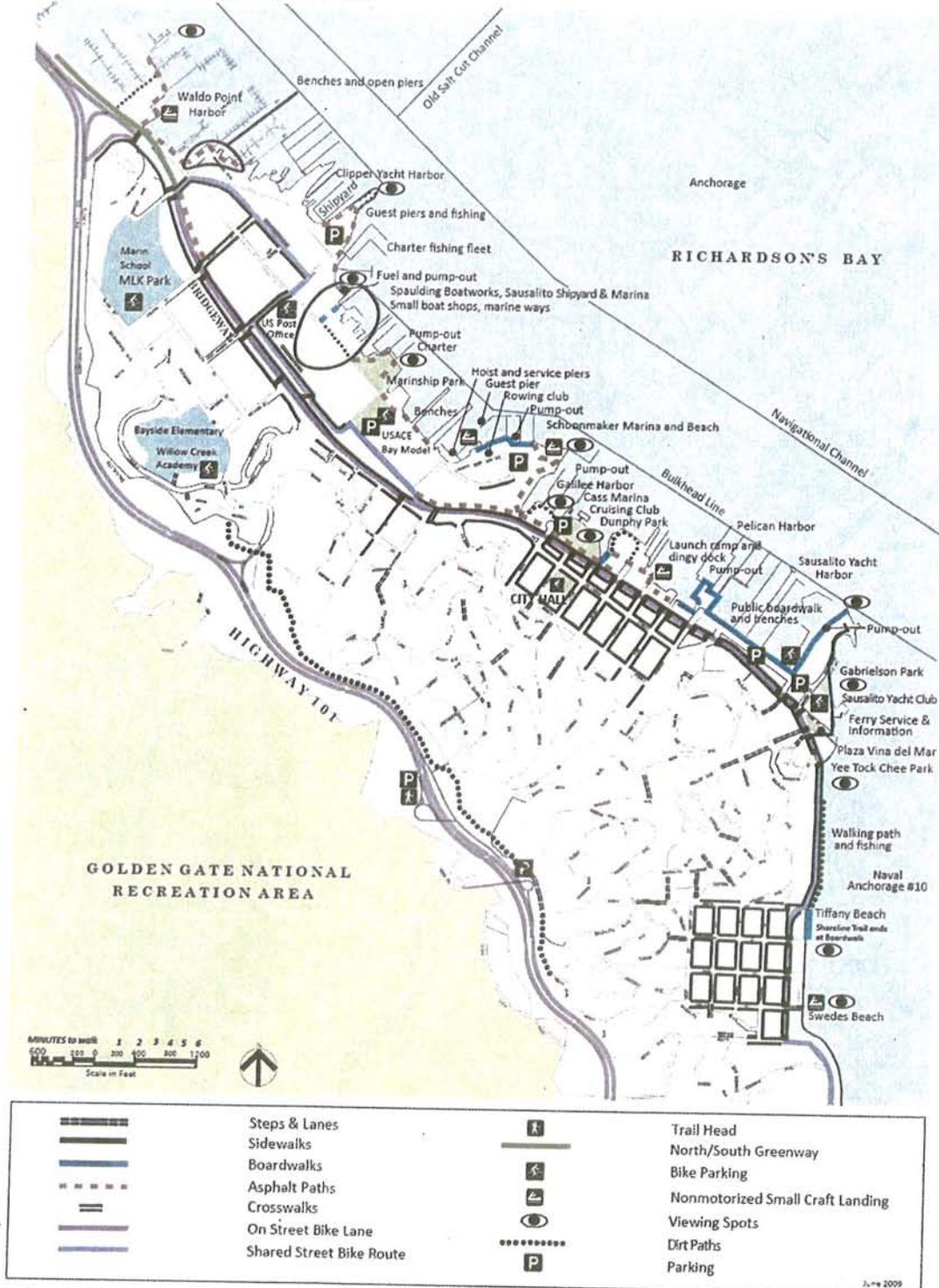


Figure 6  
WATERFRONT PUBLIC BENEFITS

While the Sausalito waterfront currently provides many public benefits, there are a number of deficiencies, especially for visiting boaters. These include shoreline access, accommodation, amenities and maintenance, as well as supporting land uses and infrastructure. The greatest public benefit needs are:

- Facilities and services for boaters including more temporary berthing slips and off-shore mooring for cruisers, dingy access and usability of docks, pump-outs, fuel docks, ramps and boater access to points along the shoreline
- Maintenance of the waterways
- Continuous pedestrian access along the waterfront where not in conflict with marine businesses
- Rehabilitation City-owned piers
- Public access to piers
- Public facilities such as restrooms

While physical waterfront features and businesses available to the public are clear public benefits, the waterfront's role in shaping Sausalito's cultural identity, providing a diverse economic base and supporting a more diversified range of housing, and hence the health and stability of the community as a whole, can also be considered a public benefit. Sausalito is particularly unique with its large houseboat, live-aboard and anchor-out communities, which have grown since World War II when surplus vessels were converted to residential use. This unique housing stock is highly dependent on specific marine services being available and close in proximity.

That Sausalito still possesses a functioning industrial sector has helped the community as a whole maintain a socio-economic diversity. Other Southern Marin cities have all but completely gentrified and thus have disconnected from the community's historical evolution and growth patterns. For the most part, they have become mere bedroom communities or suburbs serving San Francisco and other Bay Area cities. Having a wider spectrum of socio-economic strata and diversity within a community is a sign of its health and stability, both socially and economically. Such diversity fosters greater community interdependence, as opposed to, for example, a more gentrified economically homogenous "bedroom community" which is highly commuter dependent for daily functioning and thus is a less appealing model for the future as energy prices and population continue to grow. Ideally, a fair amount of those who work here in town should also be able to live here in town. Maintaining and even promoting a community's socio-economic diversity also has the effect of promoting a lively, cultural and socially interactive, cohesive community.

Thus, what remains of the industrial sector of Sausalito's waterfront that serves this third "public" has helped keep the community of Sausalito relatively healthy and less dependent on surrounding communities for its economic, social and cultural needs. It has also helped shape the color and character of the city of Sausalito throughout its history. This is a profound public benefit, albeit a broad and subtle one, that serves and benefits everyone.

### 3.0 GOALS AND RECOMMENDATIONS

Following are the WAM Committee's five overall goals for the Sausalito waterfront and recommendations for achieving them.

#### 3.1 Promote Access and Diverse Activity

With nearly four miles of shoreline, there are potential opportunities for the Sausalito waterfront to accommodate residents, employers, employees and visitors in a wide array of activities, both active and passive. However, much of the shoreline is uninviting or inaccessible to the public from the land, because of extensive private ownership, sprawling parking lots, non-existent or poorly marked pedestrian access, lack of support facilities and recreational open space and the dominance of substandard industrial buildings, storage facilities and unkempt areas. Richardson Bay is one of the greatest natural harbors on the west coast, and Sausalito is a destination for cruising yachts. However, as noted by previous Visioning Committees, public access, amenities and services along the entire Sausalito waterfront are inadequate to meet the needs of the visiting boating community. Issues include a lack of visitor moorings, a shortage of guest berths and no or little public water transit to the shore.

Although some Sausalito residents may be reluctant to share their unique waterfront with other Bay Area residents and tourists, the demand for more shoreline access and usage will only continue to grow in the future and should be accommodated, while also addressing local needs and concerns.

Artistic, maritime and industrial businesses are valuable community assets, and steps should be taken to preserve their ability to survive and function. Maintaining a certain amount of socio-economic diversity within the community is necessary for preserving the city's "urban village" character and should be reflected in land use policies governing the waterfront.

If they do not conflict with the working waterfront and economic health of tenants and property owners, the WAM Committee recommends the implementation of the following actions.

#### Recommendations:

##### **Access, Accommodation and Amenities for Boaters**

1. Fund dredging of the navigational channel, underwater city property connected to public piers and marine railway access
2. Enforce the bulkhead line and keep the channel clear of anchor-outs and other encroachments
3. Encourage marinas to provide temporary/overnight slips for guests
4. Work with BCDC, the RBRA and other groups to provide permanently fixed anchoring fields and moorings for recreational and transient boaters
5. Provide for more dingy access at city and private marinas via permits

6. Allow additional service piers and pump-outs
7. Rehabilitate and enhance city-owned piers, docks and marinas and provide new public docks and piers on public property where feasible along the length of the waterfront
8. Study and support a new water taxi operation along the Sausalito waterfront, possibly with connections to other bay locations
9. Promote better water-oriented signage and lighting for public facilities

### **Shoreline Access and Amenities**

1. Rehabilitate and provide pedestrian-accessible public facilities such as beaches, boardwalks, plazas, restrooms, showers, lockers, picnic tables, benches, viewing areas, drinking fountains, trash and recycling receptacles, interpretive trail markers, information kiosks, public art, pedestrian scale lighting and other amenities
2. Consider requiring such facilities on private waterfront property as part of new large-scale development proposals, if appropriate
3. Support the recommendations of the Harbor and Downtown Action Committee for a new community plaza, expansion of Gabrielson Park and waterfront promenade, relocation of the Sausalito Yacht Club and reconfiguration of the ferry terminal (a few WAM members do not agree with all the recommendations)
4. Investigate ways to encourage pedestrian public access to more private piers/docks  
Improve trail conditions and connectivity through public and private property with a continuous shoreline trail so that people can explore and experience the entire waterfront and provide pedestrian connections from Bridgeway at key locations
5. Develop a continuous bicycle trail below Bridgeway
6. Develop open space in waterfront areas where none exists and expand/enhance existing shoreline open space to provide a more attractive environment, improve habitat and serve as a natural buffer as sea levels rise
7. Implement the redevelopment plan for Dunphy Park and expand it southward, incorporating ideas described in Section 4.0
8. Preserve and exhibit significant historic resources and develop special attractions such as a historic boat building park, maritime museum and/or nautical library as other visioning committees have suggested
9. Consider nominating significant historic resources to the National Register of Historic Places and creating a historic district as a way to mitigate improvement/protection costs
10. Improve vehicular access, circulation and parking (see also Section 3.4)
11. Promote multi-modal transportation improvements and services along the shoreline
12. Encourage property owners to clean up or screen outdoor storage and other unsightly areas, and require it as a condition of development approval
13. Allow and encourage visitor-serving businesses at key locations, especially more food services and supply stores

### **Marine Service and Industrial Waterfront Uses** (see also Section 3.2)

- Support the use and development of the six existing marine railways
- Provide regulatory and tax incentives to for working waterfront property owners to avoid any further loss of marine industrial businesses
- Provide for more effective enforcement of prohibited uses

### **Fine and Applied Arts and Residential Uses** (see also Section 3.3)

- Allow live/work uses
- Encourage development that is industrial grade and affordable so as to be usable for fine and applied artists
- Maintain and enhance existing waterborne residential communities
- Consider expanding waterborne communities when such opportunities arise

## **3.2 Retain a Working Waterfront**

It is important to preserve Sausalito's existing historic working waterfront and to enhance future water-dependent economic activity along the waterfront. Maritime-related uses help employ residents, provide some tax revenue to the City and attract tourists who spend money here. The existing marine railways and other haul-out facilities in the Marinship area are the heart of Sausalito's traditional working waterfront and are essential for the maintenance of thousands of boats and floating homes in the Bay Area. They allow burdensome, heavy and delicate vessels to be hauled out of the water for repairs, restoration and other modifications (e.g., Aqua Maison for houseboats, Bayside Boat Works for ferry boats and the San Francisco fire boats and North Bay Boat Works for classic wooden boats).

These three businesses alone produced approximately five million dollars in revenue in 2009 during the worst economic times since the Great Depression. Yet, they are all operating on month-to-month leases with no long-term protection. Any investment the business owners make in their facilities is done with the risk of losing substantial capital and even their businesses should their short-term leases be terminated. All of these businesses require large present and future investment to comply with expensive renovations to meet new and forthcoming water quality regulations. With no long-term protection, business owners may be hesitant to make the necessary investments to maintain their businesses.

With increasing governmental regulations, deteriorating building and infrastructure conditions, environmental threats and market trends, maritime and other low rent or low revenue uses, including the arts, are also at risk from property owners who are unable to generate sufficient capital for improvements. Consequently, uses such as storage that generate more revenue but do not contribute to the vitality, attractiveness or security of the waterfront are replacing places of employment.

To retain a healthy working waterfront and to help the maritime industry evolve, more diverse economic opportunities are desperately needed to: 1) generate the level of revenue required for reinvestment by both property owners and tenants; 2) offset growing construction and

**RICHARDSON'S BAY REGIONAL AGENCY**  
**MINUTES OF APRIL 15, 2010**  
HELD AT SAUSALITO CITY HALL CHAMBERS

**MEMBERS PRESENT:** Board Chair Charles McGlashan, (Marin County); Ken Wachtel, (Mill Valley); Jonathan Leone (Sausalito)

**ABSENT:** Jerry Butler (Belvedere); Emmitt O'Donnell (Tiburon)

**STAFF:** Bill Price (Harbor Administrator); Ben Berto (RBRA Clerk); Clem Shute (Legal consultant)

Meeting called to order at 6:35 PM (note: meeting time was changed to assure a quorum)

**Public comments invited concerning items NOT on this Agenda (3-minute limit)**

Peter Moorhead asked if the draft presentation presented to the BCDC could be placed in the library binder. Mr. Berto replied that the draft was not considered a final work product and would not be placed in the library, but would be provided to individuals upon request. Bob Mitchell stated that once the draft was made available at all it should be distributed to everybody. He asked to have the draft Powerpoint sent to him. He also asked the Board to decide what they were going to enforce residential permit and make a statement to that effect one way or the other. He questioned what the budget was being spent on and stated that a \$500,000 annual budget could be spent on a water testing program, but that was excessive and could be shrunk down. He mentioned that the emergency response number in the website and letter to the waterfront residents was incorrectly listed for Belvedere and Tiburon as a 331 number. Staff responded that they would investigate.

Mr. Berto summarized the letter he had sent in response to questions asked by Mr. Moorhead at the January RRBA mtg. He explained that no long-term permits were issued to avoid being at cross-purposes with the BCDC, how the RBRA removes 40-60 boats annually with little funding and that one large vessel removal could easily cripple our annual budget. He stated that RBRA's budget was efficient and its efforts consider people on all sides of issues. He compared our boat removal levels to a similar program running in Contra Costa County that has a \$1.6 million annual budget covering the costs of 6 deputies, a sergeant, and a lieutenant.

Chair McGlashan said that Mr. Moorhead and Mr. Mitchell had or should receive the draft Powerpoint that had be presented to the BCDC. Member Leone stated that the response by Mr. Berto was informative and well done.

Mr. Moorhead presented the Board members with a copy of the newly enacted regulations for Clipper Cove in San Francisco, saying that with the political will between government officials and local enforcement the mission could be fulfilled. He said the issues were all the same - the environment and public trust usage. He reminded the Board they were going directly against the SAP, BCDC and State Lands and felt that there should be some work product that came out of the consultant fees paid to Mr. Shute and Ms. Popp. He recognized the salvage and demolition efforts, but said he was not

surprised the boats kept coming and asked for more enforcement. He asked the Board to be a trustee for the public waterway and not placate a small minority while sacrificing the public trust. He asked about misdemeanor citations by the Police and Sheriff, and asked Mr. Price to comment.

Chair McGlashan commented that the work product was the draft presentation and that Attorney Shute's work was confidential.

Mr. Price stated that enforcement had always been a predicament and that without a clearly defined "Mooring Field/Parking Lot" it was impossible to carry out alone. The Clipper Cove example is enforced through SFPD patrol vessels led by a 47' patrol boat bristling with guns. The RBRA's budget cannot support a back-up crewmember aboard the RBRA patrol boat. A task force might be the only feasible solution, due to the size and history of the current situation.

Chair McGlashan related that he had spoken with the Sheriff Doyle, who had suggested either getting a mooring field in place or dramatically increasing the budget to address the situation. The Board determined that the most expedient approach would be to petition BCDC, the lead agency in charge of permitting, before tackling the complete process of public vetting, environmental review, committee review and jurisdictional buy-in. The BCDC Draft was never intended to side-step the process – the point was to flesh out the plan and present a cogent proposal to BCDC for a reaction before incurring excessive costs. The document is clear that it is contingent on local public review and buy-in before proceeding. BCDC rejected the proposal out of hand. We have to accept that we do not have the money to chase boats around the bay without a dedicated parking lot. Although the Chair has spent considerable time on the project, there is nothing that can be accomplished further without BCDC support. Governments with limited resources can choose to address problems as they can afford them, and our efforts are so directed. This same problem has stymied his predecessors. He expressed dismay over the negative reaction by certain community leaders, since in his opinion a mooring field represents the best long-term solution to a more than 35-year-old problem.

Mr. Mitchell again made it clear he did not believe that the RBRA ever intended establish the mooring field with only 125 boats, stating again he thought that 200 boats was intended, through a "quiet approach" through the BCDC.

Member Leone said that he was unsure of what the public viewpoint would have been, and he noted people have been searching for a solution for some time. Member Wachtel stated that he believed that it was a good judgment call to roll out the draft first to the BCDC, to establish the support of the lead permitting agency before further resources were expended. He felt that it was a chicken and egg situation, and applauded the RBRA Chair for his efforts, saying that if you don't ask, you can't get anything.

Chair McGlashan said that over the course of three meetings with ample public comment, the 200 boat issue had been dismissed. Though he could not definitively say that a 200 boat mooring field has never been mentioned, there is full and open public knowledge of the RBRA presenting 120 boats in their draft proposal. The expense of public meetings and a \$250K CEQA document were averted by the draft proposal.

Mr. Berto added that the process approach was to achieve a maximum bang-for-buck outcome in order to accommodate the realities of the RBRA's budget. He also stated that the RBRA had conducted a community workshop and more than 3 public meetings on the mooring program, and that he had presented the concept before the WAM committee well in advance of RBRA's overtures to the BCDC, obtaining public input.

The Board and Staff adjourned to a Closed Session at 7:22 PM to discuss anticipated litigation with legal counsel. Open session reconvened at 8:40 PM.

### **Minutes of January 21, 2010 Meeting**

Minutes were approved.

### **Review report of Harbor Administrator**

Mr. Price spoke about the approved funding of a new sewage pump-out vessel at approx. \$65,000 and the expected delivery was May or June 2010. He also relayed the disturbing news that Raynor Tsuneyoshi had been replaced as the Director of Boating and Waterways, which may have adverse repercussions for the RBRA in terms of future DBW grant awards for infrastructure, vessel disposal, and vessel procurement.

Report was accepted.

### **Prior Expenditures**

The expenditure report was accepted.

### **2010 -2011 Annual Budget Discussion and Approval**

Mr. Berto introduced the budget and highlighted the fact that for the second year, the budget is flat – there is no increase. He did warn the Board that an increase still might be necessary in the coming year, but it had been forestalled for now in light of the dismal economic climate. Member Leone brought up the idea of sending a letter to each member jurisdiction stating that a supplemental request may be required if abatement or other costs exceed the allotted expenditure line item. Chair McGlashan pointed out that the recent uncertainty about the status of Boating and Waterways could jeopardize our most essential grant funding. If so, RBRA would have to step up to fill that gap.

Member Wachtel advised Staff to warn about a potential supplemental increase with the Dues letter, to put everybody on notice.

The Budget was passed unanimously without changes, although full approval must be achieved by all member jurisdictions according to the JPA. Tiburon and Belvedere may weigh in on the budget approval at the June meeting.

### **TMDL Plan Discussion**

Mr. Price related his experiences working within the houseboat marinas with Robert Turner of County Environmental Health Service. He pointed out a few of the problem areas from the wet weather testing cycle, especially the new site at Turney Street which is in front of a main storm drain.

### **Board Member Matters**

Member Wachtel stated that he had a conflict with the June 17<sup>th</sup> meeting, and he suggested that Staff check availability for the other members.

The meeting was adjourned at 9:05 PM

**NOTE:** The next meeting of the RBRA is scheduled for **June 17, 2010 at 5:30 PM** at the Sausalito City Hall Chambers.

# RICHARDSON'S BAY REGIONAL AGENCY

## HARBOR ADMINISTRATOR'S REPORT WORKING RELATIONSHIPS

June 8, 2010

- **Dept. of Boating and Waterways** – 1) Boating and Waterways has offered to provide \$15,000 in additional AWAFF funding for our 2009-10 grant, which expires in November. The Board will act on acceptance and contract amendment. 2) Received second 2009-10 grant reimbursement check from DBW AWAFF grant totaling \$43,784. Submitting the third reimbursement request for approx. \$19,000. 3) Received \$29,743 reimbursement for 75% of operations and maintenance costs on the sewage pump-out vessel program.
- **US Coast Guard** – 1) Attending a meeting with local area fire, police and sheriff of the Abandoned Vessel group that the Coast Guard sponsors, in order to share ideas and discuss operations together. All Coast Guard local area response vessels were tied to the dock at Station Golden Gate and available for inspection.
- **Sausalito Police Department** – 1) Training new officers on the operations of the patrol boat. 2) Using Community Service volunteers to repair, clean and upgrade Turney Street docks. Meeting with city officials to determine acceptable uses for the docks, and working with Sausalito Police to handle abandoned vessels at Cass' Marina site.
- **Corps of Engineers** – Assisted the Corp in dealing with the influx of storm-related incidents at their main dock.
- **CA Association of Harbor Masters and Port Captains** – Attended the CAHMPC Board meeting in Alameda. Appointed a Director of the Clean Marina California certification group. Attended the Department of Boating and Waterways Commission meeting in Stockton to put forth arguments for maintaining project funding for two-phase funded marina renovation projects that were in danger of financial collapse without continued DBW funding support.

## DEBRIS REMOVAL

- Disposed of 11 vessels as well as 2 skiffs. Five boats are currently impounded.
- Beach clean-up efforts continue using Community Service volunteers.

## RAPID RESPONSE

- Two vessels were retrieved from West Shore Road, Belvedere. One was salvaged by RBRA and is being held in impound and one was removed and delivered to RBRA for disposal due to terminal leakage.

## WATER QUALITY

- The new pump-out vessel should be arriving in July – there has been a hold up in processing our finalized contract. The old vessel will be retired to GSA and sold at auction, but we will retain the motor which was purchased by the RBRA 4 years ago. It will be reconditioned and sold, with the proceeds directing back to the pump-out program.
- Four new anchor-out sign ups have increased the number of participants to 16.
- Still working with Schoonmaker Point Marina, Pelican Yacht Harbor and Sausalito Yacht Harbor to become certified California Clean Marinas and comply with the TMDL.
- Schoonmaker Beach has consistently tested clean since weekly testing resumed in April.

# Richardson Bay Regional Agency

## Vessel Disposal List April. 2010 - June 2010

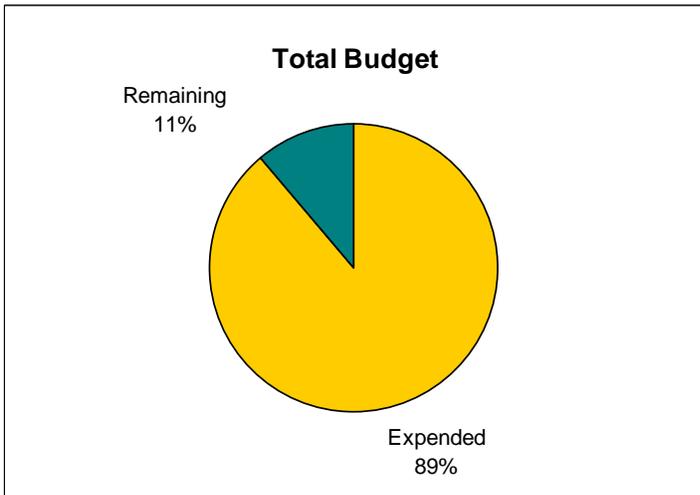
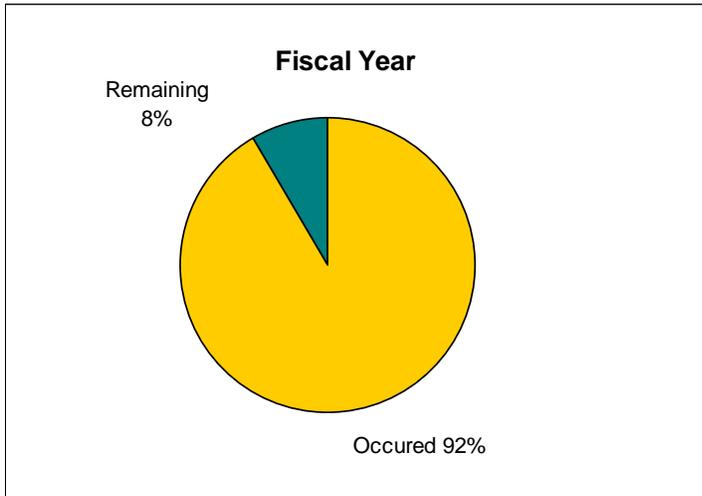
<b>Date</b>	<b>Name</b>	<b>Type</b>	<b>Amount</b>
4/17/2010	KNEASS	43' POWER	2,552.00 ABANDONED
4/20/2010	WILDERNESS	20' SAIL	730.00 BEACHED
5/8/2010	CORONA	25' SAIL	485.00 ABANDONED
5/8/2010	GABRIEL	32' POWER	1,322.00 SUNK
5/8/2010	SCHOONIE'S C20	20' SAIL	175.00 ABAN. IN HARBOR
5/10/2010	MARINER 40	45' SAIL	3,700.00 SINKING - ABAN.
5/15/2010	AKIRA	50' POWER	4,352.64 ABAN. IN HARBOR
5/15/2010	TOMTOM	24' POWER	2,035.00 SUNK
6/5/2010	TRI-HULL *	25' POWER	1,650.00 SUNK
6/12/2010	BUCHAN 40 *	40' SAIL	210.00 SINKING
6/12/2010	KNARR *	25' SAIL	460.00 SINKING
			<b>17,671.64</b>

\* signifies that invoices are still coming in

RBRA FY 2010 - April 15, 2010 - June 5, 2010 BALANCE SHEET

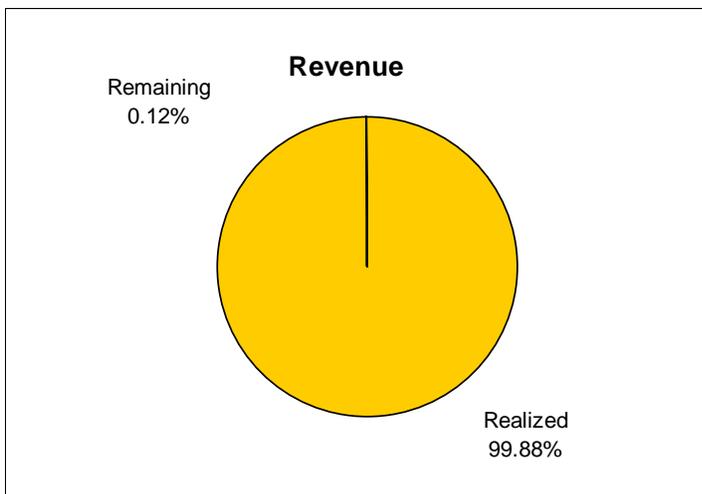
COST ELEMENT	TYPE	EXPENSES	REVENUE
Bldgs & Grounds Rent	Hammar/ mooring April		-150.00
Sales and Services	Wilson reimbursement		-490.00
Sales and Services	Mitchell Printed Materials		-5.00
Sales and Services	Castro reimbursment		-524.00
Sales and Services	Academy Studios reimbursement		-630.00
State - Grant	DBW Pump-out Grant reimbursement		-29,742.87
State - Grant	AWAF 09-214-505 reimbursement		-47,783.70
Sales and Services	PubAdm Marston reimbursement		-1,130.00
Sales and Services	Clipper YH reimbursement		-719.00
			-81,174.57
Prof Svcs - Other	MT Head pump-out chgs	350.00	
Prof Svcs - Other	Day labor - Fleshman	200.00	
Prof Svcs - Other	Dave's Diving - Salvage	1,850.00	
Prof Svcs - Other	Wedlock - Survey fees	185.00	
Prof Svcs - Other	Wedlock - Survey fees	185.00	
Prof Svcs - Other	Wedlock - Survey fees	185.00	
HazMat Clean Up	Bay Cities - Debris disposal fees	1,477.00	
HazMat Clean Up	Bay Cities - Debris disposal fees	1,322.20	
HazMat Clean Up	A&S Environmental - oil recycling	1,796.75	
Prof Svcs - Other	Day labor - Fleshman	150.00	
Prof Svcs - Other	Day labor - Fleshman	200.00	
Prof Svcs - Other	Day labor - Fleshman	75.00	
HazMat Clean Up	Bay Cities - Debris disposal fees	1,461.00	
Prof Svcs - Legal	Shute - Legal consulting	600.00	
Prof Svcs - Legal	Shute - Legal consulting	1,422.50	
Prof Svcs - Legal	Marin County Counsel - legal services	700.00	
Com Svc - Broadband	AT & T Broadband	81.22	
Com Svc - Broadband	Earthlink	5.90	
Prof Svcs - Other	Day labor - Fleshman	175.00	
Prof Svcs - Other	San Rafael Yacht Harbor - disposal	3,500.00	
Prof Svcs - Legal	Shute - Legal consulting	450.00	
Com Svc - Broadband	AT & T Broadband	81.27	
Com Svc - Broadband	Earthlink	5.90	
Com Svc - Cell Phon	AT & T Mobile phone	71.11	
Com Svc - Cell Phon	AT & T Mobile phone	77.76	
Rent - Equip Rental	Hertz - backhoe rental	894.89	
ProfServ-CntySalRe	RBRA Salary cost 4/10	9,471.24	
Rent - Off Space	Sausalito Shipyard - impound berths	35.00	
Rent - Off Space	Sausalito Shipyard - impound berths	105.00	
Rent - Off Space	Sausalito Shipyard - impound berths	35.00	
Rent - Off Space	Sausalito Shipyard - impound berths	210.00	
Rent - Off Space	Sausalito Shipyard - impound berths	210.00	
Rent - Off Space	Sausalito Shipyard - impound berths	35.00	
Rent - Off Space	Sausalito Shipyard - impound berths	119.00	
Rent - Off Space	Sausalito Shipyard - impound berths	210.00	
Rent - Off Space	Sausalito Shipyard - impound berths	210.00	
Rent - Off Space	Sausalito Shipyard - impound berths	35.00	
Rent - Off Space	Sausalito Shipyard - impound berths	140.00	
Rent - Off Space	Sausalito Shipyard - impound berths	70.00	
Rent - Off Space	Libertyship Dry Storage	240.00	
Rent - Off Space	Schoonmaker - Patrol boat slip	147.50	
Rent - Off Space	Schoonmaker - Pump-out boat slip	275.96	
Rent - Off Space	ICB Building - office rent	420.00	
Rent - Off Space	ICB Building - office rent	420.00	
Rent - Off Space	Sausalito Shipyard - impound berths	161.00	
Rent - Off Space	Sausalito Shipyard - impound berths	210.00	
Rent - Off Space	Sausalito Shipyard - impound berths	119.00	
Rent - Off Space	Sausalito Shipyard - impound berths	119.00	
Rent - Off Space	Schoonmaker - Pump-out boat slip	275.00	
Rent - Off Space	Schoonmaker - Patrol boat slip	149.10	
Rent - Off Space	Libertyship Dry Storage	240.00	
Trav-Meals	H2Otesting team lunch - Saigon Village	41.74	
Trav-Meals	Crew lunches - In & Out	34.01	
Trav-Meals	Volunteer lunch - Saylor's Landing	22.53	
Publicat & Legal Not	Independent Journal - legal notice	100.08	
Postage	Fed Ex	10.64	
Postage	Fed Ex	10.54	
Postage	Fed Ex	10.54	
Postage	Fed Ex	13.96	
Postage	US Post Office - stamps	8.80	
Oth Maintenance	Home Depot - tools	6.56	
Oth Maintenance	Home Depot - tools	6.54	
Oth Maintenance	LaCie - techline assistance	14.95	
Oth Maintenance	Keko - Sewage pump parts	735.20	
Oth Maintenance	West Marine - boat parts	18.30	
Oth Maintenance	Mollie Stone's - water for crew	6.53	
Oth Maintenance	West Marine - boat parts	10.08	
Oth Maintenance	Rino Auto - trailer wheel repair	71.41	
Oth Maintenance	REI - roof rack bars	76.30	
Oth Maintenance	West Marine - boat parts	11.68	
Oth Maintenance	Goodman's Hardware - bags and gloves	10.89	
Oil & Gas	Clipper Fuel Dock - fuel for patrol boat	47.87	
Prof Svcs - Other	Alexander - update website	390.00	
Rent - Equip Rental	Hertz - backhoe rental	875.27	
	Expense total	33,663.72	

# Percent of Budget and Percent of Year as of June 1, 2010



## Expenditures vs. Budgeted Expenditures

Expenditures	\$295,608
Adopted Budget	\$328,870



## Realized Revenue vs. Budgeted Revenue

Realized Revenue	\$328,231
Budgeted Revenue	\$328,626

# **RICHARDSON'S BAY REGIONAL AGENCY**

## **RESOLUTION NO. 10-03**

### **RESOLUTION OF THE BOARD OF THE RICHARDSON'S BAY REGIONAL AGENCY (RBRA) AGREEING TO ENTER INTO A CONTRACT WITH THE CALIFORNIA STATE DEPARTMENT OF BOATING AND WATERWAYS**

**WHEREAS, the Department of Boating and Waterways of the State of California (DBW) has granted additional funds of \$15,000 to be added to their current Contract #09-214-505 through the Abandoned Watercraft Abatement Fund (AWAF), which is to be used by the RBRA to be used to remove Abandoned Watercraft from the waters of Richardson's Bay, and**

**WHEREAS, it is agreed that the Richardson's Bay Regional Agency (RBRA) will pay 10% (\$1500.00) of all invoices related to work under the amended Contract, and**

**WHEREAS, it is agreed that the Richardson's Bay Regional Agency shall submit no invoices for staff time to the DBW.**

**NOW, THEREFORE BE IT RESOLVED, as follows:**

**The Board of the Richardson's Bay Regional Agency approves the 2009/10 AWAF contract amendment with the Department of Boating and Waterways, and that the Harbor Administrator, William Price, is authorized as signatory to represent RBRA in all matters pertaining to the execution of this AWAF contract.**

**PASSED AND ADOPTED by the Richardson's Bay Regional Agency's Board of Directors on the 17th day of June, 2010 by the following vote:**

**AYES:**

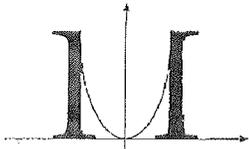
**NOES:**

**ABSENT:**

**\_\_\_\_\_  
CHARLES McGLASHAN - CHAIR  
RICHARDSON'S BAY REGIONAL AGENCY**

**ATTEST:**

**\_\_\_\_\_  
CLERK – BEN BERTO**



MAHER ACCOUNTANCY 1101 FIFTH AVENUE • SUITE 200 • SAN RAFAEL, CA 94901

*Financial Plumbline*

April 20, 2010

Board of Directors  
Richardson's Bay Regional Agency  
c/o Office of the Administrator  
3501 Civic Center Drive, Room 325  
San Rafael, CA 94903

We are pleased to confirm our understanding of the services we will provide to the Richardson's Bay Regional Agency. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the Richardson's Bay Regional Agency as of and for the years ending June 30, 2008 and 2009. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany your basic financial statements. As part of our engagement, we will apply certain limited procedures to your RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's discussion and analysis.
- 2) Budgetary comparison schedules

#### **Audit Objective**

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form, or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

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April 20, 2010  
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### **Management Responsibilities**

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles. Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, or experience to oversee our financial statement preparation services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of any knowledge you have of any allegations of fraud or suspected fraud received in communications from employees, former employees, regulators, or others affecting the government. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

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Richardson's Bay Regional Agency  
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Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you of any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we may perform tests of the Organization's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

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**Audit Administration, Fees and Other**

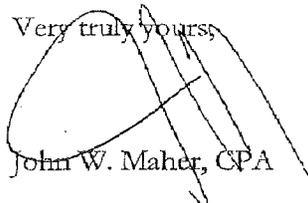
Our fees for these services will be \$11,500. This fee commitment is made under the assumption that Richardson's staff will prepare schedules and locate documents as requested. Should we encounter unexpected circumstances, or should you require services in addition to those described above, we will invoice you separately at our standard hourly rates.

We will prepare the Report of Financial Transactions to State Controller for a fee of \$750.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full.

We appreciate the opportunity to be of service to you, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. The other copy is for your records.

Very truly yours,



John W. Maher, CPA

**RESPONSE:**

This letter correctly sets forth the understanding of the Richardson's Bay Regional Agency.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_