

RICHARDSON'S BAY REGIONAL AGENCY

Thursday, June 9, 2016

5:30 P.M. to 7:00 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. Closed session :
Conference with legal counsel – litigation.
litigation pursuant to CA Government Code § 54956.9 (d)(2)
(Public meeting should reconvene at approximately 6 pm)
2. Minutes of April 14, 2016 RBRA Meeting
3. Review report of Harbor Administrator
4. Approval of prior expenditures for April – June, 2016
5. Amend FY 2016 budget revenues and expenditures to accept \$59,000 in SAVE Grant funding
6. Adoption of Fiscal Year 2016-2017 Budget
7. Public comments invited concerning items NOT on this Agenda (3-minute limit)
8. Staff comments
9. Board member matters

NEXT MEETING: Tentatively planned for August 11, 2016. Board members 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@marincounty.org

RICHARDSON'S BAY REGIONAL AGENCY

MEMORANDUM

June 3, 2016

TO: RBRA Board
FROM: Ben Berto, RBRA Clerk
SUBJECT: June Budget meeting

Board members:

The June is focused on adopting a FY 2016-2017 budget. Normally, (and per RBRA bylaws) the budget is adopted in April. However, circumstances at the April meeting militated against budget adoption. Discussions continue on Agency anchorage management options. In the meantime, it is critical to adopt a budget so RBRA can continue to operate in FY 2016-2017.

The County Administrator Matthew Hymel and Assistant Administrator Dan Eilerman will be on hand to help answer budget questions and the status of discussions.

The RBRA has been the fortunate recipient of \$59,000 in Surrendered and Abandoned Vessel Abatement (SAVE) funds to continue to perform vessel abatements this fiscal year. Your Board is requested to vote to accept those funds and commensurately increase revenues and expenditures in the current fiscal year's budget.

A Closed Session to discuss litigation will open the meeting.

Note: The Harbor Administrator's modem was acting up and he was unable to provide the Harbor Administrator's report with this packet. It will be sent separately

See you next Thursday.

RICHARDSON'S BAY REGIONAL AGENCY

MINUTES OF APRIL 14, 2016

HELD AT SAUSALITO CITY HALL CHAMBERS

MEMBERS PRESENT: Marty Winter (Belvedere); Kathrin Sears (Marin County); Herb Weiner (Sausalito); Jim Wickham (Mill Valley)

ABSENT: Erin Tollini (Tiburon);

STAFF: Bill Price (Harbor Administrator); Ben Berto (RBRA Clerk)

ADDITIONAL: Leslie Alden (Aide to Supervisor Sears)

Meeting called to order at 5:35 PM. Adjourn to closed session for conference with legal counsel concerning anticipated litigation. Re-convened at 6:00 PM. Acting Chair Winter advised the public that there was nothing to report.

Minutes of February 11, 2016 Meeting

Minutes were approved unanimously

Harbor Administrator's Report

Mr. Price discussed the new Marine Debris regulations that had been signed into law. He also went over the grant funding issues for the pump-out vessel program.

David Lay stated that it would be a huge PR issue for the federal government if the program failed. Jeff Jacob felt that junked boats could be sold or bartered to reduce agency costs.

Prior expenditures: February – April 2016

During public comment, Orlie Lindgren stated that he had owned a lot of boats and he questioned the RBRA's accounting for the disposal of large vessels. He felt that everything should be sold for scrap value to recover expenses. Louis Tenwinkle suggested that a scrap bin from a metal salvager be placed at the yard. Both Kevin Kiffer and Richard Weaver asked for more clarity in expenses relating to vessel disposal and Doug Storms said that RBRA should look at each new vessel as it comes into the bay, assess and record the potential costs related to managing the vessel in a chronological report.

The expenditure report was accepted unanimously.

Approval of Resolution Authorizing Reserves Expenditure for Abatement and Legal

Staff gave a brief report outlining the need to shift \$40k in reserve funds into the budget lines for vessel disposal and legal, since expenditures in these categories are exceeding revenues.

The Resolution was passed unanimously.

Adoption of Fiscal Year 2016-2017 Budget

Member Weiner started the discussion by pointing out that Sausalito pays 35% of the RBRA dues but shoulders all of the responsibility for shoreside services, and the vessels anchored in Sausalito waters represent a small portion of the overall anchorage. Members besides the County and Sausalito pay a lot less. He believed that the Sausalito Council was leaning toward the idea that Sausalito anchored boats don't get abated, and he wanted Sausalito PD and Marin Sheriff to take the lead on enforcement. He proposed that every member City should split the budget evenly at 20%, saying that Sausalito would still have more shoreside costs, but Belvedere and Tiburon had shoreside property issues, and Mill Valley had recurring wastewater issues that all would warrant an increase in dues.

Mr. Berto said that the direction Staff had received from the anchorage working group committee was Sausalito would only support an enforcement oriented budget. A flat line budget would not support enforcement goals. These require an increase in legal, abatement and personnel budget. He was unable to continue working at the current level funded as only a .12 full time equivalent (FTE) employee and said the Marin County Community Development Agency would have to start billing the RBRA for the greater FTE hours required for the job.

Mr. Berto reported that the \$30k increase in vessel abatement for FY 2017 was due to the lag time in grant funding from the State DBW, and the \$60k increase in legal reflected the challenges posed by increased enforcement. He also said that if member dues percentage were part of the discussion, it would have to be brought back to the Board by Sausalito, and it would need to be formally ratified as part of the RBRA charter.

Member Sears asked if the increases were in legal, FTE and abatement and Berto responded that those were the big ticket items, and there were other modest increases such as website development and COLA. Member Weiner said that in the last 4 years the RBRA had spent over \$600k in grants abating boats but there were still 250 boats, and they just keep coming. Member Sears asked if we needed to approve the budget tonight and Mr. Berto said that it could be pushed to a May meeting to be ready for July 1 deadline. He suggested that the Board vote to continue the discussion and Sausalito could request a review of the funding formula in writing and make a presentation to the Board in the May meeting. Member Sears thought that if one agency wouldn't approve the new split, Sausalito wouldn't appreciate it. Member Wickham said that the split discussion was a Pandora's Box, and without Tiburon in attendance, it would be especially difficult to make a decision tonight on the budget.

Kevin Kiffer stated that the dues split were appropriate since Sausalito draws actual income from leases and rental on public trust lands on the waters/shoreline. Lewis Tenwinkle stated that Mill Valley dumps sewage regularly, and to get rid of boats under docks, get rid of junk boats.

Chad Carvey said that it looked as though the RBRA was moving toward an enforcement posture and he explained that 30 anchor-outs had committed to a four point plan of current registration, solid moorings, no trash on decks and sewage pump-out that would alleviate the current situation and give them standing in the community rather than pushing them into a corner. Anchor-out's right to exist should be recognized. Alden Bevington referenced the prior meeting's presentation and said that the anchor-outs were saving the RBRA a lot of money with their boat saver

program and that they should be given a chance to prove themselves instead of raising the RBRA budget.

Barbara Saltzman said a stronger enforcement option was good and necessary in order to for the RBRA to fulfill their responsibility to clean up the bay. It was naïve to think 1½ people would be enough to do the job. You can't okay the anchor-outs living there. She recommended getting more law enforcement involvement.

Doug Storms thanked Staff for acknowledging the efforts of the boat saver program and said it was a cost effective way to manage the bay. He wanted more resources for tracking boats and felt that the mariners of Richardson Bay was the best tool for management, and that registration was the most important facet of the program, and that everyone's goal was a well-managed anchorage. Louis Tenwinkle said that there should be an anchor-out on the RBRA Board. Richard Weaver said he would never register his boat and he wouldn't allow the RBRA to steal it.

Jill Hoffman, mayor of Sausalito, said that she supported member Wiener's call for a 20% agency split on the budget. She said that the SPD would handle their own enforcement, and since the burden of the anchor-outs falls on Sausalito, since it is their main landing area, it would be helpful to include the costs of the police actions as part of the budget.

Keven Kiffer said the lease agreements Sausalito holds for their public trusts lands should be analyzed to determine their revenues. Bob Lorenzi said that that Sausalito didn't see improvements and failed to improve things like showers and access. Patricia Cornell said that if the anchor-outs weren't there they'd become another homeless statistic. She recommended working as a team and fixing up the boats and skiffs, and said it was a moral issue. Craig Wilson stated that the crime rate was not happening on shore and that the Galilee community was created to accommodate anchor outs and has now become a clique. Jesus Bright said that he loves his neighbors and helps to save their boats. Bob Lorenzi said there was internal dissonance and why increase the legal budget when the RBRA clams to be worried about welfare.

Member Winter asked if the budget discussion should be continued. Member Sears made a motion which passed unanimously. She stated there needed to be time to talk about Sausalito's issues. Mr. Berto said there would be a special budget meeting scheduled for May and Member Winter asked that the Board bring the budget to their respective councils in order to achieve an amicable solution.

Public Comments

Keven Kiffer said that the problem was coming to a head, and that Richardson's Bay was a federal enclave and that the RBRA should turn it over to the US citizens who lived in the enclave. He said it was a big quagmire of jurisdictional influences and the RBRA was a shell agency.

Staff Comments

None

Board Member Matters

The meeting was adjourned at 7:35 PM.

NOTE: The next meeting of the RBRA is tentatively scheduled for **August 11, 2016 at 5:30 PM** at the Sausalito City Hall Chambers.

RICHARDSON'S BAY REGIONAL AGENCY

HARBOR ADMINISTRATOR'S REPORT

June 3, 2016

WORKING RELATIONSHIPS

- **Boating and Waterways** – Expecting the third and final reimbursement check which will close out our 2015-16 SAVE Grant. 2) Worked with City of Vallejo to receive an additional \$30K in AWAFF funding to tide RBRA over until the end of FY 16. There is a potential for additional \$22K that they may release to RBRA before October, but they are retaining those funds currently in case they have an unforeseen abandoned boat. 3) Awaiting the SAVE grant disbursement schedule to know how much of our \$250K ask will be allocated for 2017.
- **Port of San Francisco** – Still pursuing negotiations to procure up to \$30K in surplus grant funds from Port to dispose of vessels.
- **USCG** – San Francisco Bay and Delta Area Committee Meeting – Gave a PowerPoint presentation and updated the committee on status of Richardson's Bay, along with Lt. Fraass and Chief Rohrbacher who did the same.
- **MSO and SPD** – Regular meeting are taking place to coordinate enforcement efforts.

DEBRIS REMOVAL

- 16 vessels were disposed since 4/14/2016. 7 were VTIP, and the rest were SAVE.
- 1 boat is currently impounded
- 2 boats stored for disposal
- A large float and several small boats have been turned in by the anchor-outs in an effort to clean up the neighborhood.

RAPID RESPONSE

- 1 large and 2 small vessels recovered and secured. 1 drifting dock and 1 piling secured and disposed.

WATER QUALITY

- All regular maintenance on the Waste Aweigh honey barge has been taken on by the pump-out contractors since the State has ceased paying for the operations and maintenance grant. The more than 10-year-old motor on the vessel needs to be replaced, which will require a large purchase in the future.
- Weekly beach testing is proceeding at Schoonmaker Beach, and it will continue through October. No closures have occurred so far, and the water quality results are far cleaner than closure levels.

OTHER

- Removed a 35' steel lifeboat / houseboat from a Sausalito marina through VTIP. Sims Metal Recycling is considering buying the scrap, and the clean hull will be towed to their facility in Richmond. Estimate that the purchase price will offset the tow charge.
- Working on getting the Strawberry Channel markers restored through Marin Co. Public Works and Strawberry Rec District.

RBRA - BALANCE SHEET

April 1 - June 2, 2016

DATE	DESCRIPTION	REVENUES
4/29/2016	Mooring rental	-150.00
4/29/2016	Mooring rental	-100.00
4/29/2016	Mooring rental	-100.00
4/29/2016	Mooring rental	-160.00
4/29/2016	Mooring rental	-150.00
4/29/2016	Mooring rental	-150.00
4/29/2016	Mooring rental	-150.00
4/29/2016	Lien sale repayment	-3,952.00
4/29/2016	SAVE Reimbursal	-50,553.39
5/4/2016	SAVE Reimbursal	-3,500.00
5/11/2016	Mooring rental	-300.00
5/11/2016	Mooring rental	-150.00
5/11/2016	Mooring rental	-160.00
6/2/2016	Mooring rental	-100.00
6/2/2016	Mooring rental	-150.00
6/2/2016	Mooring rental	-150.00
6/2/2016	Mooring rental	-150.00
total revenues		-60,125.39

DATE	COST CENTER	DESCRIPTION	Expenditures
4/4/2016	Prof Svcs - Other	EMS - Pump-out services	200.00
4/4/2016	Rent - Off Space	ICB - office rental	430.03
4/5/2016	Com Srvc - Broadband	AT&T Internet	40.00
4/5/2016	Com Srvc - Broadband	AT&T - office phone line	48.81
4/5/2016	Trav-Meals	Saylor's - volunteer lunch	39.68
4/5/2016	Trav-Meals	Cibo - SPD meeting coffee	9.70
4/5/2016	Oth Maintenance	West Marine - boat parts	21.65
4/5/2016	Prof Svcs - Other	Diego Truck - tow boats to dump	525.00
4/5/2016	HazMat Clean Up	CoCo County landfill	830.94
4/5/2016	Trav-Meals	Mollie Stones - crew lunch / water	56.47
4/5/2016	Printing Supplies	CVS - office supplies	91.77
4/5/2016	Postage	FedEx Kinkos	15.75
4/5/2016	Oth Maintenance	Homme Depart - grinding wheels	20.65
4/5/2016	Oil & Gas Outside	Chevron - fuel for trash pump	40.00
4/8/2016	Prof Svcs - Other	San Rafael YH - Boat disposal	3,500.00
4/8/2016	Rent - Off Space	Schoonmaker Marina - slip rent	243.00
4/8/2016	Rent - Off Space	Schoonmaker Marina - slip rent	160.00
4/8/2016	Rent - Off Space	Libertyship dry storage	480.00
4/8/2016	HazMat Clean Up	Bay Cities - Dumpster hauling	435.30
4/11/2016	Prof Svcs - Other	Diego Truck - tow boats to dump	530.00
4/11/2016	HazMat Clean Up	CoCo County landfill	964.38
4/11/2016	Trav-Meals	Mollie Stones - crew water	8.34
4/11/2016	Maint & Rep Su - Oth	H & M Marine - engine service	526.27
4/12/2016	Laboratory Services	Solano Co labs - water testing	782.00
4/12/2016	Prof Svcs - Other	Alexander - Web ser	260.00
4/14/2016	HazMat Clean Up	A & S Environmental - Hazmat	1,266.25
4/21/2016	Prof Svcs - Other	Dave's Diving - salvage	1,150.00
4/27/2016	Prof Svcs - Other	TNT Martin - steel boat disposal	33,388.56
4/27/2016	HazMat Clean Up	Bay Cities - Dumpster hauling	977.90
4/28/2016	Rent - Equip Rental	Hertz equipment - excavator rental	1,671.11

4/29/2016	Prof Svcs - Other	Day labor	350.00
4/29/2016	HazMat Clean Up	American Textile - absorbents	781.20
4/29/2016	Rent - Off Space	Clipper YH - slip rentals	500.00
4/29/2016	Printing Supplies	FedEx Kinkos	4.35
4/29/2016	Postage	FedEx Kinkos	20.97
4/29/2016	Rent - Off Space	ICB - office rental	430.22
4/30/2016	ProfServ-CntySalRe	Salary	11,557.58
5/3/2016	Com Srvc - Broadband	AT&T Internet	40.00
5/3/2016	Com Srvc - Broadband	AT&T - office phone line	48.57
5/5/2016	Prof Svcs - Other	MT Head - pump-out services	300.00
5/5/2016	Rent - Off Space	Libertyship dry storage	480.00
5/5/2016	Rent - Off Space	Schoonmaker Marina - slip rent	243.00
5/5/2016	Rent - Off Space	Schoonmaker Marina - slip rent	160.00
5/5/2016	Prof Svcs - Legal	County Counsel - legal work	6,560.00
5/5/2016	Prof Svcs - Other	EMS - Pump-out services	212.50
5/5/2016	Prof Svcs - Other	Day labor	150.00
5/5/2016	Prof Svcs - Other	Whiting - vessel survey	235.00
5/13/2016	Trav-Meals	CAHMPC Training - meals	167.22
5/13/2016	Prof Svcs - Legal	County Counsel - legal work	153.75
5/13/2016	Trav-Hotel Lodging	CAHMPC Training - lodging	443.52
5/13/2016	Trav-Meals	In N Out - crew lunch	55.61
5/13/2016	Trav - Mileage	CAHMPC Training - mileage	212.02
5/13/2016	Trav - Parking	CAHMPC Training - parking	45.00
5/13/2016	Oth Maintenance	Home Depot - powertools, absorbent	1,147.70
5/13/2016	Postage	FedEx Kinkos	36.70
5/13/2016	Oth Maintenance	Goodman's Bldg - saw blades	38.62
5/13/2016	Prof Svcs - Other	Day labor	600.00
5/13/2016	Rent - Equip Rental	All Star rentals - backhoe rental	741.03
5/13/2016	Oth Maintenance	Amazon - work gloves	68.21
5/13/2016	Postage	USPS - shipping	13.45
5/13/2016	HazMat Clean Up	Bay Cities - Dumpster hauling	1,044.40
5/24/2016	Com Srvc - Cell Phon	AT & T - mobile phone	53.04
5/31/2016	Prof Svcs - Other	Sailflow - internet weather service	109.99
5/31/2016	Com Srvc - Broadband	AT&T Internet	40.00
5/31/2016	Com Srvc - Broadband	AT&T - office phone line	76.19
6/1/2016	Com Srvc - Cell Phon	AT & T - mobile phone	53.04
5/31/2016	ProfServ-CntySalRe	Salary	12,154.74
6/1/2016	Prof Svcs - Other	San Rafael YH - Boat disposal	5,650.00
6/1/2016	Prof Svcs - Other	MT Head - pump-out services	300.00

Total expenditures 93,991.18

Richardson Bay Regional Agency

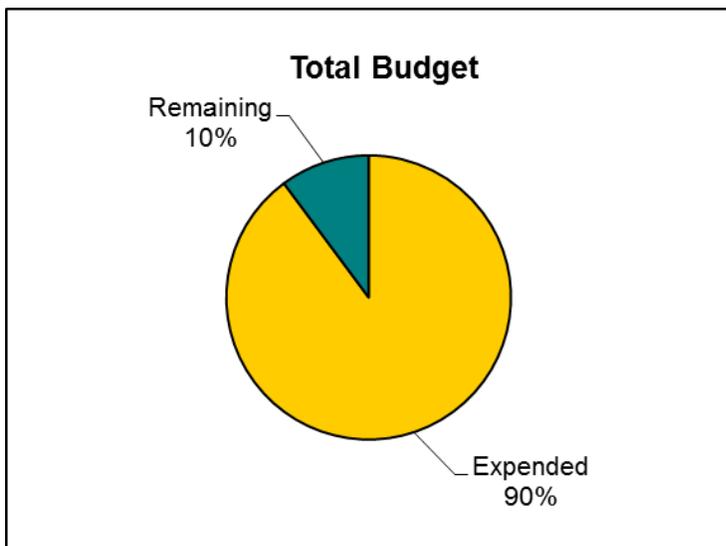
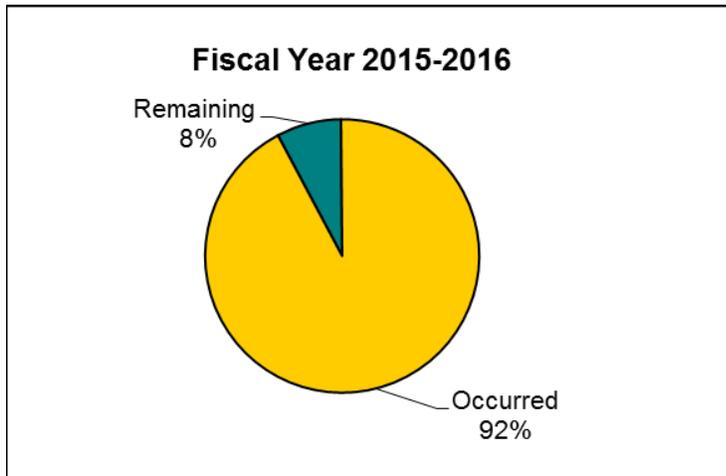
RBRA Vessel Disposal List April - June 2016

Date	Name	Type	Amount	Condition	Location
4/30/2016	COVE BAYLINER	28' f/g powerboat	\$2,880.00	sunk - abnd. - SAVE	MC Anchorage
4/30/2016	CHRISTIE	40' wooden powerboat	\$3,500.00	abandoned - VTIP	SR harbor
4/30/2016	GRAYSON	28' wooden sailboat	\$2,168.95	abandoned - VTIP	Tiburon harbor
4/30/2016	THOMPSON	22' f/g powerboat	\$4,334.38	sunk - abnd. - SAVE	MC Anchorage
4/30/2016	SCHOONY BEACH	7 skiffs, jet ski, dock	\$1,044.40	abandoned - SAVE	Sausa. / MC anchorage
4/30/2016	LANCER	28' f/g sailboat	\$1,376.03	abandoned - SAVE	MC Anchorage
5/4/2016	LOPA	22' f/g powerboat	\$781.20	sunk - abnd. - SAVE	MC Anchorage
5/27/2016	ROSALEE	41' f/g powerboat	\$5,650.00	abandoned - VTIP	Sausalito harbor
6/2/2016	SEA RAY	28' f/g powerboat	\$1,325.00	abandoned - SAVE	MC Anchorage
6/4/2016	TROJAN KAPPAS ***	28' wooden powerboat	\$500.00	abandoned - VTIP	MC harbor
6/4/2016	SUSY LIFEBOAT ***	30' steel houseboat	\$900.00	abandoned - VTIP	Sausalito harbor
6/4/2016	IKURU ***	40' wooden houseboat	\$1,000.00	abandoned - VTIP	Sausalito harbor

12 vessels (+8 skiffs) total \$25,459.96

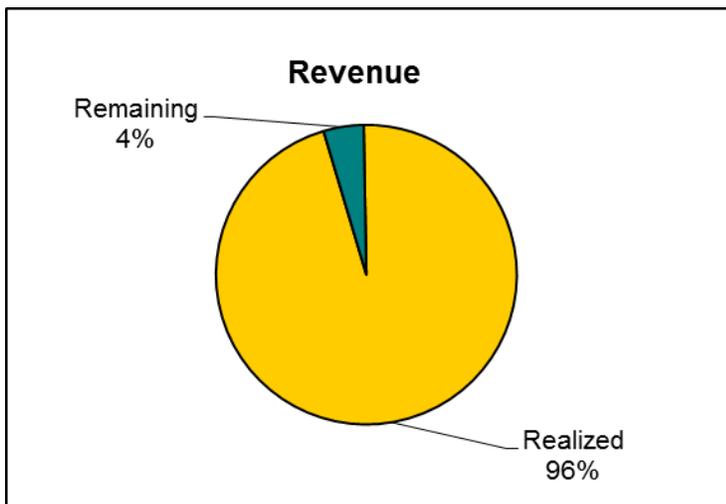
*** indicates estimated invoices

Percent of Budget and Percent of FY2015-2016 as of June 2, 2016



Expenditures vs. Adopted Budget

Expenditures	\$402,041
Adopted Budget	\$447,508



Realized Revenue vs. Budgeted Revenue

Realized Revenue	\$390,760
Budgeted Revenue	\$408,400

RICHARDSON'S BAY REGIONAL AGENCY - FY 15/16 BUDGET 060916 amended

EXPENDITURES

BUDGET#	DESCRIPTION	14/15 ADOPTED	14/15 ACTUALS	15/16 PRJCTD		DIFFERENCE
5210100	PROFESSIONAL SERVICES	\$415,298	\$386,472	\$418,958	AWAF salvage; salary; legal; county management	\$ 3,660.00
5210500	INSURANCE PREMIUMS	\$15,500	\$17,000	\$17,000		\$ 1,500.00
5210700	COMMUNICATION	\$3,000	\$2,400	\$2,400	phone, fax, internet, mobile	\$ (600.00)
5211200	RENTAL & OPER. LEASES	\$30,000	\$37,000	\$32,000	Office; slips & dry storage; heavy equipment rental	\$ 2,000.00
5211300	PROF. DEVEL. EXPENSES	\$800	\$600	\$600	professional associations, continued education	\$ (200.00)
5211400	TRAVEL & MEETINGS	\$2,000	\$2,200	\$2,200	Harbormaster's Conference, mileage	\$ 200.00
5211520	PUBLICATION	\$2,000	\$2,400	\$2,400	Legal ads	\$ 400.00
5220100	OFFICE EXPENSES	\$350	\$350	\$350		\$ -
5220200	MAINT. & REPAIR - EQUIP	\$8,000	\$6,403	\$8,000	Patrol boat, pump-out boat maintenance	\$ -
5220600	OIL AND GAS	\$600	\$640	\$600		\$ -
		\$477,548	\$455,465	\$484,508		\$ 6,960.00

PROFESSIONAL SERVICES BREAKOUT

		14/15 ACTUALS	15/16 PRJCTD		
	COMMUNITY WORKSHOP	\$10,000			March community workshop expense (amendment)
	LEGAL	\$8,500	\$4,000	\$8,500	RBRA Counsel
	RAPID RESPONSE PROGRAM	\$9,500	\$7,000	\$7,000	Contractor cost
	LAB SERVICES	\$7,000	\$4,200	\$4,200	TMDL testing Solano Co. Labs
	SPECIAL APPOINTMENT	\$143,582	\$130,000	\$150,761	Estimated salary and benefits (5% COLA)
	PROFESSIONAL SERVICES	\$180,000	\$182,000	\$187,000	AWAF / VTIP, \$59k add'l SAVE
	CDA ADMIN	\$42,716	\$41,472	\$43,997	CDA Admin. expense (3% COLA)
	10% AWAF grant expenditures	\$0	\$0	\$0	AWAF salvage match funds (now covered by in-kind match)
	AUDIT	\$6,500	\$6,500	\$6,500	towards biennial audit
	WASTE AWEIGH PROGRAM	\$6,000	\$6,000	\$9,000	Sewage pump-out services
	WEBSITE DEV & ADMIN	\$1,500	\$1,500	\$2,000	updates and maintenance
		\$415,298	\$382,672	\$418,958	
					\$ 3,660.00

REVENUES

		14/15 ADOPTED	14/15 ACTUALS	15/16 PRJCTD		
	Beginning Balance					
4410125	INTEREST POOLED INVST	\$300	\$260	\$300		\$ -
4410225	SLIP RENTALS	\$6,500	\$7,000	\$7,000	mooring rentals	\$ 500.00
4410410	OTHER SALES & SERVICES	\$9,000	\$4,800	\$6,000	misc. reimbursement, disposal chargeback	\$ (3,000.00)
4530527	INTERGOVT REVS - STATE	\$200,000	\$200,000	\$189,800	DBW 187K (\$59k add'l SAVE), MCCSTOP 2.8K	\$ (10,200.00)
4640322	INTERGOVT REVS - LOCAL	\$252,013	\$252,013	\$269,100	RBRA Member Dues (7 percent increase)	\$ 17,087.00
	COMMUNITY WORKSHOP	\$10,000			County funding for March community workshop (amendment)	
		\$477,813	\$464,073	\$472,200		\$ (5,613.00)

RICHARDSON'S BAY REGIONAL AGENCY REPORT

June 3, 2016

TO: RBRA Board
FROM: RBRA Clerk
SUBJECT: Fiscal Year 2016-2017 Budget

The RBRA continues to face challenges in attempting to develop a work program and budget consistent with its member jurisdictions' needs and emerging issues.

First, some good news. The RBRA expended its SAVE grant funding this fiscal year, most notably including unexpected and significant expenses to abate a 95-ton former military vessel that recently sank in the anchorage. That required your Board's April approval for transferring funding from reserves to continue performing abatements through the end of this fiscal year. However, since that April meeting the Harbor Administrator has successfully secured \$59,000 in additional SAVE funding through two other jurisdictions' unexpended grant funds, which means that abatement can proceed for the remainder of this fiscal year without requiring use of reserve funds. Your Board is requested to accept the additional \$59,000 and to approve the increased current fiscal year's expenditures and revenues.

With the beginning of FY 2016-2017 only a few weeks away, we are presented with a similar vessel abatement funding challenge in the beginning of the new fiscal year, as funding from the next grant will not be available until October. The Harbor Administrator hopes to garner enough funding from other jurisdictions' unexpended SAVE grants to cover some ongoing abatement costs in the interim. Given the use of reserves proposed in the "current member contribution" budget for FY 2016-17, Staff recommends avoidance of any further use of reserves to the extent possible.

Enforcement

The April meeting Staff report and budget on the proposed RBRA FY 2017 work program was oriented towards enhanced enforcement. Sausalito's RBRA representative and City Mayor did not support the proposed enforcement work program and budget without a discussion regarding Sausalito's share of costs (please see attached April meeting minutes).

Two working group meetings of RBRA City Managers and the County Administrator have occurred since then in an effort to discuss the operating budget and a potential enhanced enforcement work program and budget. At this time, we are presenting a proposed operating budget for next year that maintains current member contributions, with study efforts to continue regarding an enforcement enhancement option.

CURRENT MEMBER CONTRIBUTIONS BUDGET

Per the current Joint Powers Agreement governing the RBRA, an operating budget for the coming fiscal year may be approved with a simple majority vote of RBRA Board members (subject to subsequent confirmation from the jurisdictions' governing bodies) so long as member agency contributions are not increased. Any increase in member contributions, however, requires unanimous consent. Given our responsibility to present an operating budget for the new fiscal year, Staff is proposing an operating budget that maintains current contribution levels.

Adopting a "current member contributions" budget has several implications for RBRA. It will require drawing down reserves by an estimated \$41,684 (above this year's estimated \$9,393 use of reserves) to incur cost-of-living increases and to continue baseline RBRA functions including legal services, rapid response, anchorout vessel pumpout, and Agency patrol boat maintenance.

While the use of one-time reserves to finance ongoing operations is not a sustainable practice, the recommended "current member contributions" budget provides the RBRA with an operating budget effective July 1 that allows conversations to continue regarding a more sustainable work program and level of funding consistent with member agency needs and expectations.

An increase of note includes a \$25,000 line item for legal services, increased from a revised \$18,500 this year, for existing/anticipated litigation continuing from FY 2015-16. It assumes no enforcement enhancement efforts at this time. A 3% cost-of-living increase is included for the Harbor Administrator and Clerk positions. Finally, Staff estimates \$200,000 will be available in professional services expenditures for additional abatements, offset by the State grant revenue which will be anticipated to be available in October.

Recommendation

While efforts continue to develop an ongoing work program, including increased enforcement, Staff recommends adopting the "current member contributions" budget for FY 2016-2017.

Attachment: Fiscal Year 2016-2017 current member contributions budget

RICHARDSON'S BAY REGIONAL AGENCY
 FY 2016/17 Current Member Contribution Budget

EXPENDITURES

BUDGET#	DESCRIPTION	15/16 Adopted Budget	15/16 Modified Budget	Est. 15/16 ACTUALS
5210100	PROFESSIONAL SERVICES	\$341,958	\$381,958	\$421,750
5210500	INSURANCE PREMIUMS	\$17,000	\$17,000	\$16,125
5210700	COMMUNICATION	\$2,400	\$2,400	\$1,800
5211200	RENTAL & OPER. LEASES	\$32,000	\$32,000	\$30,500
5211300	PROF. DEVEL. EXPENSES	\$600	\$600	\$600
5211400	TRAVEL & MEETINGS	\$2,200	\$2,200	\$1,200
5211520	PUBLICATION	\$2,400	\$2,400	\$2,400
5220100	OFFICE EXPENSES	\$350	\$350	\$350
5220200	MAINT. & REPAIR - EQUIP	\$8,000	\$8,000	\$9,750
5220600	OIL AND GAS	\$600	\$600	\$600
TOTAL EXPENDITURES		\$407,508	\$447,508	\$485,075

FY 2016-17	
Current Memb. Budget	FY 2016-17 Budget Notes
\$461,334	SAVE salvage; salary; legal; county management
\$17,000	
\$2,400	Phone, fax, internet, mobile
\$32,000	Office; slips/dry storage (\$16k); heavy equip. rental (\$12k)
\$600	Professional associations, continued education
\$2,200	Harbormaster's Conference, mileage
\$2,400	Legal ads
\$350	
\$8,000	Patrol boat, pump-out boat maintenance
\$600	
\$526,884	

PROFESSIONAL SERVICES BREAKOUT

	15/16 Adopted Budget	15/16 Modified Budget	Est. 15/16 ACTUALS
LEGAL	\$8,500	\$18,500	\$18,500
RAPID RESPONSE PROGRAM	\$7,000	\$7,000	\$7,000
LAB SERVICES	\$4,200	\$4,200	\$8,534
SPECIAL APPOINTMENT	\$150,761	\$150,761	\$143,000
PROFESSIONAL SERVICES	\$110,000	\$140,000	\$187,700
CDA ADMIN	\$43,997	\$43,997	\$42,716
AUDIT	\$6,500	\$6,500	\$6,500
WASTE AWEIGH PROGRAM	\$9,000	\$9,000	\$6,000
WEBSITE DEV & ADMIN	\$2,000	\$2,000	\$1,800
SUBTOTAL - PROF SERVICES	\$341,958	\$381,958	\$421,750

FY 2016-17	
Current Memb. Budget	
\$25,000	RBRA Counsel for continued 15/16 legal defense
\$7,000	Contractor cost
\$8,534	TMDL testing Solano Co. Labs
\$157,983	1.0 FTE Harbor Admin. w/3.0% COLA (fully ben)
\$200,000	Est. \$200K SAVE grant; abatement of 50-75+ boats beginning Oct.
\$45,317	CDA Admin Exp w/3.0% COLA
\$6,500	Towards biennial audit
\$9,000	Sewage pump-out services
\$2,000	Updates and maintenance
\$461,334	

REVENUES

	15/16 Adopted Budget	15/16 Modified Budget	Est. 15/16 ACTUALS
Beginning Balance			
4410125 INTEREST POOLED INVST	\$300	\$300	\$282
4410225 SLIP RENTALS	\$7,000	\$7,000	\$8,000
4410410 OTHER SALES & SERVICES	\$6,000	\$6,000	\$7,800
4530527 INTERGOVT REVS - STATE	\$126,000	\$126,000	\$190,500
4640322 INTERGOVT REVS - LOCAL	\$269,100	\$269,100	\$269,100
TOTAL REVENUES	\$408,400	\$408,400	\$475,682

FY 2016-17	
Current Memb. Budget	
\$300	
\$7,000	Mooring rentals
\$6,000	Misc. reimbursement, vessel disposal chargeback
\$202,800	DBW \$200K (reimb. based) est. + MCSTOPPP \$2.8K rev.
\$269,100	RBRA Member Dues (No increase)
\$485,200	

USE OF FUND BALANCE	(\$892)	\$39,108	\$9,393
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\$41,684	
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Estimated remaining available fund balance @ 6/30	\$84,602
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\$42,918	Reduced available fund balance at 6/30/2017
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FY 2015-16 Actuals notes (beginning unrestricted available fund balance: \$93,995)

- 1 \$9,276 to date but 4th QTR estimated at \$9,200
- 2 Incl. \$2,800 MCSTOPPP expenses (offset with \$2,800 revenue below)
- 3 Reimb. with \$128k SAVE grant + \$30k new Vallejo grant + \$29k new Port San Luis grant (new grants relieve previously anticipated \$30k use of reserves in FY 15/16 for abatement)
- 4 DBW \$187k + MCSTOPPP \$2.8k