



CONTRA COSTA
CLEAN WATER
PROGRAM

MANAGEMENT COMMITTEE MEETING AGENDA

Wednesday, January 17th, 2024

1:30 PM to 4:00 PM

Join Zoom meeting:

<https://cccounty-us.zoom.us/j/82295311761?pwd=06omosDm3GKM2CUw3oY39TpawiQmiZ.1>

Meeting ID: 822 9531 1761

Passcode: 825320

Dial: +8882780254

If you require an accommodation to participate in this meeting, please contact Duanne Hernaez by phone at 925-313-2360, by fax at 925-313-2301, or by email at Duanne.Hernaez@pw.cccounty.us.

Providing at least 72 hours notice (three business days) prior to the meeting will help to ensure availability.

VOTING MEMBERS (authorized members on file)

City of Antioch	Phil Hoffmeister/ Scott Beuting
City of Brentwood	Brant Wilson/ Jigar Shah/ Meghan Oliveira
City of Clayton	Larry Theis/ Jason Chen
City of Concord	Bruce Davis/ Carlton Thompson
Contra Costa County	Brian Balbas/ Allison Knapp
CCC Flood Control & Water Conservation District	Tim Jensen/ Michele Mancuso
Town of Danville	Bob Russell/ Steve Jones
City of El Cerrito	Christina Leard/ Stephen Prée/ Yvetteh Ortiz
City of Hercules	Mike Roberts/ Jose Pacheco/ Jeff Brown
City of Lafayette	Matt Luttrupp/ Tim Clark
City of Martinez	Khalil Yowakim/ Frank Kennedy
Town of Moraga	Edrienne Aguilar/ Shawn Knapp/ Frank Kennedy (Chair)
City of Oakley	Billilee Saengcalern/ Brianne Visaya/ Rinta Perkins
City of Orinda	Kevin McCourt/ Ryan O’Kane/ Frank Kennedy
City of Pinole	Sanjay Mishra
City of Pittsburg	Jolan Longway/ Richard Abono
City of Pleasant Hill	Frank Kennedy/ Ryan Cook
City of Richmond	Mary Phelps
City of San Pablo	Amanda Booth/ Itzel Gomez/ Allan Panganiban
City of San Ramon	Kerry Parker/ Robin Bartlett/ Chen-hsuan (Shane) Hsieh
City of Walnut Creek	Lucile Paquette (Vice-Chair) / Neil Mock/ Steve Waymire

PROGRAM STAFF AND CONSULTANTS

Rinta Perkins, Interim Program Manager	Liz Yin, Consultant
Andrea Bullock, Administrative Analyst	Lisa Austin, Consultant
Duanne Hernaez, Clerical	Lisa Welsh, Consultant
Erin Lennon, Watershed Planner	Nicole Wilson, Consultant

Contra Costa Clean Water Program
MANAGEMENT COMMITTEE MEETING AGENDA
Wednesday, February 21, 2024

AGENDA

Convene the Meeting /Introductions/Announcements/Changes to the Agenda: **1:30**

Public Comments: Any member of the public may address the Management Committee on a subject within their jurisdiction and not listed on the agenda. Remarks should not exceed three (3) minutes.

Regional Water Quality Control Board Staff Comments/Reports: **1:32**

Consent Calendar: **1:35**

All matters listed under the CONSENT CALENDAR are considered routine and can be acted on by one motion. There will be no separate discussion of these items unless requested by a member of the Management Committee or a member of the public prior to the time the Management Committee votes on the motion to adopt.

A. APPROVE Management Committee meeting summary (Chair)

- 1) December 20, 2023 Management Committee Meeting Summary

B. ACCEPT the following subcommittee meeting summaries into the Management Committee record: (Chair)

- 1) Administrative Committee
 - December 5, 2023
- 2) PIP Committee
 - December 5, 2023
- 3) Monitoring Committee
 - November 13, 2023
- 4) Development Committee
 - ~~November 22, 2023~~

Presentations: **1:40**

- A. Monitoring Emerging Contaminants in Stormwater (SFEI RMP Update 2023) (SFEI / Dr. B. Sutton) 1:40
 - a. Presentation from SFEI on 2023 Annual Update
- B. Alternative Compliance System Status Report and Update (K. Havens/E. Yin) 2:00
 - a. See staff report for background information
- C. Review First Draft of the FY 24/25 Budget (R. Perkins/A. Bullock) 2:30
 - a. See staff report for background information

Actions: **3:00**

Updates: **3:00**

- A. Progress on Annual Report Forms and CCCWP Comments (E. Yin)
- B. Program Manager Updates (R. Perkins)
 - a. Program Agreement Renewal Update (R. Perkins)
 - b. BAMSC Steering Committee meeting (R. Perkins)
 - i. Status of regional projects and working groups
 - c. Funding Options Update (R. Perkins)
 - i. Stormwater Funding Options Informational Workshop Schedule

- C. Compliance Updates (Program Staff)
 - a. RWCB comments on FY 22/23 Submittals
 - b. Cost Reporting Work Group Updates
 - c. BAMSC C.17 Homeless BMP Report
 - d. Asset Management Work Group
 - e. BAMSC C.8 Comprehensive Bioassessment Report
 - f. MRP 3.0 Reminders

Information:

3:30

- A. SUA ERU Certifications Announcement (A. Bullock)
- B. SUA Disbursement #1 Report (A. Bullock)
- C. Request Permittees Submit Documentation of # of PCBs in Building Demo Applicable Structures (L. Welsh)

Old/New Business:

3:45

Adjournment: Approximately 4:00 p.m.

Next Management Committee Meeting: Wednesday, February 21, 2023, 1:30 PM

Attachments

Consent Items

1. Management Committee Meeting Summary December 20, 2023
2. Administrative Committee Meeting Summary December 5, 2023
3. PIP Committee Meeting Summary December 5, 2023
4. Monitoring Committee Meeting Summary November 13, 2023
- ~~5. Development Committee Meeting Summary November 22, 2023~~

Presentation and Action Items

6. Staff Report on Alternative Compliance System Status Report and Update
7. Staff Report on First Draft Budget for FY 23/24

UPCOMING DOCUMENTS FOR MANAGEMENT COMMITTEE REVIEW

-- February 2023 --

ACTION	AGENDA TOPIC/DOCUMENT	REVIEW BY:	APPROVAL/ DUE DATE:
REVIEW/APPROVE	Revised LID Monitoring Plan	Ongoing	Not specified
REVIEW/APPROVE	Draft Program Budget FY 24/25	Jan 17, 2024	Mar 20, 2024
REVIEW/APPROVE	Revised Old Industrial Control Measures Plan	Feb 2024	Mar 2024

UPCOMING CCCWP MEETINGS

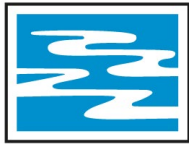
All meetings **will not** be held at 255 Glacier Drive, Martinez, CA 94553, but will be held virtually

January 24, 2024 4 th Wednesday	Development Committee Meeting, 1:30 p.m. – 3:30 p.m. Key Discussion: FY 24/25 Draft Committee Budget v2
February 6, 2024 1 st Tuesday	Administrative and PIP Committee Meeting 9 a.m. – 12:00 noon Key Discussion: FY 24/25 Draft Committee Budget Final
February 12, 2024 2 nd Monday	Monitoring Committee Meeting, 10 a.m. – 12 noon Key Discussion: FY 24/25 Draft Committee Budget Final
February 20, 2024 3 rd Tuesday	Municipal Operations Committee Meeting, 10:00 a.m. – 12:00 p.m. Key Discussion: FY 24/25 Draft Committee Budget Final
February 28, 2023 3 rd Wednesday	Management Committee Meeting, 1:30 p.m. – 3:30 p.m. Key Discussion: FY 24/25 Draft Program Budget v2

BAMSC (BASMAA) SUBCOMMITTEE/ MRP 3.0 MEETINGS

Times for the BAMSC (BASMAA) Subcommittee meetings are subject to change.

July 1, 2022	Effective date of MRP 3.0
1st Thursday	Development Committee, 1:30 – 4:00 p.m. (even months)
1st Wednesday	Monitoring/POCs Committee, 9:30 a.m. – 3:00 p.m. (odd months)
4th Wednesday	Public Information/Participation Committee, 1:30 – 4:00 p.m. (1 st month each quarter)
4th Tuesday	Trash Subcommittee, 9:30 a.m.-12 noon (even month)



**CONTRA COSTA
CLEAN WATER
PROGRAM**

MANAGEMENT COMMITTEE MEETING MINUTES

12-20-2023

Attendance:

MUNICIPALITY	ATTENDED	ABSENT
City of Antioch	Phil Hoffmeister	
City of Brentwood	Brant Wilson	
City of Clayton	Larry Theis	
City of Concord	Carlton Thompson	
Town of Danville	Bob Russell	
City of El Cerrito	Christina Leard	
City of Hercules	Jose Pacheco	
City of Lafayette		Matt Luttrupp
City of Martinez	Khalil Yowakim	
Town of Moraga	Frank Kennedy (Chair)	
City of Oakley		Brianne Visaya
City of Orinda	Kevin McCourt	
City of Pinole		Sanjay Mishra
City of Pittsburg		Jolan Longway
City of Pleasant Hill	Frank Kennedy	
City of Richmond	Mary Phelps	
City of San Pablo	Itzel Gomez	
City of San Ramon	Kerry Parker	
City of Walnut Creek	Lucile Paquette	
Contra Costa County	Michele Mancuso	
CCC Flood Control and Water Conservation District	Tim Jensen	
Program Staff		
Interim Program Manager	Rinta Perkins	
Admin. Svcs Assistant III	Andrea Bullock	
Watershed Mgmt Planning Spec.	Erin Lennon	
Clerk	Duanne Hernaez	
Program Consultants:		
	Liz Yin (LWA/CCCWP)	
	Nicole Wilson (LWA/CCCWP)	
	Zaida Cholico (LWA)	
	Lisa Welsh (Geosyntec/CCCWP)	
Members of the Public/Others/Guests:		



Introductions/Announcements/Changes to Agenda: Due to the Covid-19 pandemic, the meeting was conducted by video-conference call.

Rinta Perkins (CCCWP) shared an announcement to the Permittees that requested an extension for their Updated Long Term Trash Management Plans. The Water Board is offering an extension of 30 days after which the updated Plans must be submitted by January 31st, 2024. If Permittees need additional time, please reach out to Program Staff.

Public Comments: No members of the public were called in.

Regional Water Quality Control Board Staff Comments/Reports: Regional Board staff did not call in.

Roll call was taken, and the meeting was convened by the Chair at 1:33 pm

Consent Calendar:

1. APPROVE Management Committee meeting summary (Chair)

Frank Kennedy (Pleasant Hill) motioned to approve the Management Committee meeting minutes as submitted, with spelling corrections; Bob Russell (Danville) seconded. The Chair called for a vote. There were no objections, and the Management Committee meeting minutes were approved.

2. ACCEPT the following subcommittee meeting summaries into the Management Committee record (Chair)

- Administrative Committee
 - November 7, 2023
- PIP Committee
 - November 7, 2023
- Monitoring Committee
 - October 9, 2023
- Municipal Operations Committee
 - October 17, 2023
- Development Committee
 - September 27, 2023
 - October 25, 2023

Phil Hoffmeister (Antioch) motioned to approve the Sub-Committee meeting minutes as submitted, Bob Russell (Danville) seconded. The Chair called for a vote. There were no objections. The motion passed with no abstentions and the Subcommittee meeting minutes were approved.



Presentations

3. Final Adjusted Budget for FY 23/24 (R. Perkins/A. Bullock)

Rinta shared the final adjusted budget for FY 23/24 for Management Committee approval. Significant budget items were shared in a presentation format, however, the full adjusted budget can be found in the staff report associated with this agenda item. It was noted that there have been no changes to the adjusted budget since the draft was last shared at the November Management Committee meeting.

Rinta concluded the presentation by explaining that pending any remaining questions or comments from Permittees, the final adjusted budget is ready for approval during the Action portion of this management committee meeting.

There were no questions or comments from Permittees.

4. Five-year Budget Projections and Reserve History and Projections

Rinta opened by sharing reasons why the program would like to maintain the function of funding reserves for the CCCWP. These functions include protecting against any risks of non-compliance, to smooth any spikes that may occur due to escalating costs in the budget, and to maintain organizational balance.

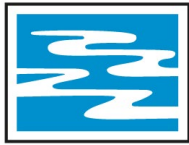
It was noted that some of the Program's funding comes from the stormwater utility assessment (SUA) which is dispersed three times a year. Oftentimes, while waiting for the next disbursement to occur, the Program is required to pay invoices. Due to this, the program wants to make sure that there is enough cash flow to meet financial obligations. It was emphasized that all the funding held in reserves belongs to the Permittees.

Rinta shared how the reserves are separated into four categories:

- MRP reserve
- SUA reserve
- Investment revenue reserve
- Funding initiative implementation reserve

The current balance for each of these reserves was shared as well as their purpose and the source of which these reserve categories are sourced.

The five-year budget projections was presented to Permittees. The purpose of the five-year budget projection is to estimate the financial performance and resources needed by the Program over the course of the permit term. These projections are based on historical data, current trends, and reasonable assumptions about activities that the program will need to implement countywide. A summary of the operating budget for the program was shared and it was noted that there will be an anticipated spike in the budget for FY 24/25 and it was explained that the spike is due to the anticipated filling of vacant positions in the program, monitoring



CONTRA COSTA CLEAN WATER PROGRAM

activities that will occur during that fiscal year, and the implementation of the regional alternative compliance (RAC) program.

There were no questions or discussion on this agenda item.

5. Review Policy Assumptions to develop the FY 24/25 Budget (R. Perkins/E. Yin)

Rinta covered the budget process for FY 24/25 and the policy and assumptions that Permittees should be aware of. Rinta highlighted several changes that were made from the presentation that was previously shared concerning these items. The timeline for budget adoption was shared and it was noted that the Management Committee should adopt the budget in March to allow appropriate timing for permittees to develop their individual budgets. Ideally, the Program would like to receive the SUA resolution signed and adopted by each Permittee's city councils in by April 1st.

Rinta shared four budget policies that are new or have been modified:

- Increase the budget threshold from 3.5M to 4M – over the past several years the operating budget of the program has been over 4M. Due to the budget cap, the Program needed to draw from the SUA reserve. The advantage of increasing the budget threshold to 4M is to preserve Permittee's MRP reserve.
- Legacy pollutants projects implementation – The following question was posed to Permittees regarding this pending policy assumption: Should the SUA agreement be used to support/manage the financial transaction to pay for the capital and ongoing O&M? OR should the Regional Alternative Compliance system be used for the financial transaction to pay for the capital and ongoing O&M costs.
 - There was an inquiry about the administrative and financial implications of using the RAC system on the Flood Control District. Rinta explained that the Flood Control Districts involvement would still be needed if the RAC mechanism was to be used, however, since there would be a RAC administrator, the burden on Flood Control would likely be less than it is now using SUA.
 - Additional discussion was had regarding the differences in the two proposed mechanisms. The discussion was concluded with a general statement that more discussion is required and will be revisited at the January Management Committee meeting.
- Contra Costa County Regional Alternative Compliance System – There will be a new budget line item to administer the Regional Alternative Compliance system.
- Countywide Funding Initiative Planning Reserve – The following question was posed to Permittees regarding this pending policy assumption: Would permittees like to continue allocating \$200k or would permittees like to allocate the unspent funds from the operating budget toward this reserve. Rinta noted that the decision will be decided upon in January.

6. Review Aviano Project in City of Antioch (R. Perkins/P. Hoffmeister)

Rinta opened by sharing C.3.j requirements and eligible project acres. The requirement of "Excess impervious surface retrofit by a regulated project" was highlighted as it relates to the



CONTRA COSTA CLEAN WATER PROGRAM

Aviano Project in Antioch. The Aviano project was shared as an example of a potential regional project to help meet Countywide C.3.j numeric goals.

Rinta shared that Water Board staff have reviewed the annual report and that they will reach out to some Permittees to obtain additional information regarding the progress made toward GI retrofit plans under C.3.j.. Permittees can choose to meet the requirements on their own through capital improvement projects, or they can choose to participate in the RAC system.

Actions

7. APPROVE the Final Adjusted Budget for FY 23/24

Lucile Paquette (Walnut Creek) motioned to approve the Final Adjusted Budget for FY 23/24. Christina Leard (El Cerrito) seconded. There were no abstentions or objections, and the motion was approved.

8. APPROVE the Policy Assumptions to Develop the FY 24/25 Budget

Carlton Thompson (Concord) motioned to approve the action to the Policy Assumptions to Develop the FY 24/25 Budget, Frank Kennedy (Moraga) seconded. There were no abstentions or objections, and the motion was approved.

Updates

9. Update on 9th Edition of the C.3 Guidebook (Y. Hrovat/E. Lennon)

- Erin Lennon (CCCWP) updated permittees that work on the 9th Edition of the C.3 Guidebook is progressing. Guidebook updates involve revising Chapter 3 of the guidebook, which is the Low Impact Development Site Design Guide portion.
- Due to a delay in the Bay Area Hydrology Model (BAHM) update and the BAHM user manual update, the schedule for the C.3 Guidebook update has been adjusted.
 - A final draft of the 9th Edition C.3 Guidebook is expected to be ready for Management Committee approval in April.
- Tasks that can happen in parallel and be incorporated into the C.3 Guidebook update include:
 - BAHM integration, including a crosswalk table to ensure consistency with our C.3 guidebook;
 - Development of the updated C.3 development review checklist; and
 - A note on updated Contra Costa-specific Green Infrastructure Details and Specifications

10. New US EPA Grant Funding Process (R. Perkins)

Rinta shared that EPA Region 9 was able to obtain funding that will become available in the next grant cycle. It is anticipated that they will receive almost \$55M for their Water Quality Improvement Fund. This is a significant amount because in the current year, the amount dispersed was around \$27M. The EPA indicated that they do not have the staff to review competitive proposals, so they are moving away from competitive proposals to establish an annual priority list of concern.

11. BAMSC Steering Committee Meeting (R. Perkins)



CONTRA COSTA CLEAN WATER PROGRAM

Rinta shared BAMSC Steering Committee updates:

- Derek Beauduy is leaving the Water Board at the end of January 2024.
- Zach Rokeach will also be moving department withing the Water Board from the stormwater unit into the recycling water unit.
- Water Board staff will be asking for clarification on the following items:
 - Implementation and reporting for permittees trash load reduction program.
 - Reporting of enforcement action and inspection under C4.
 - Reporting progress towards C3j retrofit goals.
 - Keith and Derek have reviewed the additional information submitted by Tony Dubin. Tony Dubin prepared a memo explaining that the sizing modeling of LID and full trash capture devices are comparable for a number of reasons. Water Board is in the process of preparing a formal memo which says that they are leaning toward allowing LID as full trash capture equivalency.

12. Funding Options Update (R. Perkins)

Rinta shared funding options updates:

- The funding options committee had a meeting in November where the roles, responsibilities, and timing of the next workshop were discussed. Members are still brainstorming what they would like to accomplish with the informational workshop as well as the target audience and intended outcomes.
- A pre workshop survey will be discussed at the next meeting in January as well as outreach to key stakeholders.
- The next meeting is scheduled for January 4th.

Information

A. Quarterly status report on Grant Opportunities (Z. Cholico)

Elizabeth Yin (CCCWP/LWA) shared an update to the grant opportunities that are available to Permittees. It was noted that the updated spreadsheet is available on Groupsite. Elizabeth shared how the grant tracker spreadsheet works. The spreadsheet is sorted by the tentative next round open date, so it will automatically show which grant opportunities are open and are available for funding. The spreadsheet can be sorted according to the needs of whoever is viewing. Elizabeth highlighted new grant opportunities as well as ones that will be available in the next month or so.

B. Asset Management Work Group (E. Yin)

Elizabeth shared that work regarding the asset management work group has begun. Currently, the work group is in the formation period, and they are looking for participants. They are looking for a wide variety of participants and would like small and large permittees to be active in the workgroup. Sandy Matthews and Jason Farnsworth will be leading the regional efforts and the group will be operated like an ad hoc work group.

C. Management Committee Q3 Workplan (E. Yin)

Elizabeth shared the Q3 Workplan for Management committee and highlighted important upcoming items:

- January



CONTRA COSTA
CLEAN WATER
PROGRAM

- Full report on the RAC
- Update on the strategic staffing plan.
- Review of the first draft of the FY 24/25 budget
- February
 - Review of the second draft of the FY 24/25 budget
 - Approval of Permittee annual report forms
 - Review of monitoring reports
- March
 - Review and approval of monitoring reports as well as the FY 24/25 Budget.

D. Hybrid Meeting Technology and Zoom Status (E. Yin)

Elizabeth touched on Management Committee continuing to hold virtual meetings. It was discussed that the virtual meetings can continue through January and the subject can be revisited in February. The possibility of holding quarterly meetings in person was also discussed but will be decided on in the future.

Old/New Business:

Adjournment: The Chair adjourned the meeting at approximately 3:40 pm



ADMINISTRATIVE COMMITTEE MEETING

SUMMARY

Tuesday, December 5, 2023

10:30 am – 12:00 pm

Zoom Meeting

VOTING MEMBERS	ATTENDED	ABSENT
Contra Costa County	Tim Jensen	Michele Mancuso (Vice Chair)
CCC Flood Control and Water Conservation District	Tim Jensen	
City of Concord	Bruce Davis	
Town of Moraga	Frank Kennedy (Chair)	
City of Brentwood		Aman Grewal
City of Pinole	Nazmieh Huebner	
City of Walnut Creek	Lucile Paquette	
NON-VOTING MEMBERS		

PROGRAM STAFF

Interim Program Manager	Rinta Perkins
Administrative Analyst	Andrea Bullock
Watershed Planner	Erin Lennon
Clerical	Duanne Hernaez
Consultant	Elizabeth Yin
Consultant	Nicole Wilson
Consultant	Lisa Welsh
Consultant	Zaida Cholico

1. Convene Meeting and Roll Call (Chair)

The Chair convened the meeting at 10:35am

2. Announcements or Changes to the Agenda (all)

None

3. Approval of November 7, 2023 Meeting Minutes (Chair)

Tim Jensen (CCC Flood Control) motioned to approve the Administrative Committee meeting minutes as submitted and accept the subcommittee minutes. Frank Kennedy (Moraga) seconded. There were no objections or abstentions and the November 7, 2023 Meeting Minutes were approved.

4. Final Adjusted Budget for FY 23/24 (R. Perkins)

Rinta Perkins (CCCWP) shared the Final Adjusted Budget for FY 23/24. It was noted that during the time since it was shared at the management committee, there have been no changes.



**ADMINISTRATIVE COMMITTEE MEETING
SUMMARY**

Tuesday, December 5, 2023

10:30 am – 12:00 pm

Zoom Meeting

Budget adjustments provided in the associated staff report for this meeting were highlighted. Overall, the adjustments total to \$292,211 and the FY 23/24 budget will be \$4,179,234.

Lucile Paquette (Walnut Creek) motioned to approve the recommendation to present the Final Budget Adjustment FY 23/24 at the December 20, 2023 Management Committee Meeting. Bruce Davis (Concord) seconded, there were not objections or abstentions and the recommendation was approved.

5. Review policy assumptions to develop the FY 24/25 budget (R. Perkins)

Rinta directed the Administrative Committee to refer to and review the staff report included in the agenda packet for this agenda item. Several budget policy assumptions were shared with Administrative Committee for discussion and feedback. The following two policies/assumptions were reviewed in additional detail:

- New Budget Threshold – Program staff proposed to increase the budget threshold from \$3.5 million to \$4 million.
- Legacy Pollutants Projects Implementation – Recommendation to jointly fund the implementation of legacy pollutants projects or programs. Program staff recommends allocating a placeholder of \$200k for legacy pollutants projects or programs implementation for FY 24/25.

Rinta posed a couple questions regarding the second bullet to the group for discussion:

1. Should the SUA be used to pay for the capital and operation and maintenance (O&M) costs of such projects/program? And,
2. If the SUA is not the right mechanism, instead should the regional alternative compliance (RAC) system be used for the financial transaction to pay for the capital and O&M costs of projects or the program?

There was a request to elaborate on the questions which Rinta provided to the group with follow-up questions about administrative burden and legal implications of using SUA. Based on the discussion, there was general agreement that the second option might be preferred based on preliminary discussion.

This agenda item was concluded with a census that this topic is ready for discussion with Management Committee meeting at the Dec. 20th meeting.

6. Draft December 20, 2023, Management Committee Agenda (E. Yin)

Elizabeth Yin (CCCWP/LWA) shared the upcoming Management Committee agenda for approval by the Administrative Committee.



ADMINISTRATIVE COMMITTEE MEETING

SUMMARY

Tuesday, December 5, 2023

10:30 am – 12:00 pm

Zoom Meeting

Tim Jensen (CCC) motioned to approve the Management Committee agenda, Lucile Paquette (Walnut Creek) seconded, there were no abstentions or objections and the December 20, 2023 Management Committee agenda was approved

7. Discuss January 2nd, 2024 Administrative Committee Meeting Date

Elizabeth noted that the next Admin Committee meeting falls on January 2nd, the first workday back in the new year and wanted to check with voting members if they will be available/ in attendance. The majority of members stated they will be in attendance, and it was decided that the January 2nd meeting date would be left as is.

8. Old/New Business (Committee)

None

9. Adjournment

The Meeting adjourned at 11:30 am



PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY
Tuesday, December 5, 2023, 9:00 am – 10:30 am
Zoom Meeting

PIP Committee Voting Members	Attended	Absent
City of Antioch	Julie Haas-Wajdowicz	
CCC Flood Control District	Jennifer Joel (Chair)	
City of Clayton	Larry Theis	
Town of Danville		Bob Russell
City of Pittsburg	April Chamberlain (Vice Chair)	
City of San Ramon	Kerry Parker	
City of Richmond		Bradley Harms
Non-Voting Members		
City of Walnut Creek	Lucille Paquette	
Program Staff		
Interim Program Manager	Rinta Perkins	
Administrative Assistant	Andrea Bullock	
Watershed Mgmt. Planning Spec.	Erin Lennon	
Clerical	Duanne Hernaez	
Consultants		
Stephen Groner Associates (SGA)	Stephan Groner	
	Michelle Dissel	
	Paige Rosenberg	
Larry Walker Associates	Nicole Wilson	
	Elizabeth Yin	
	Zaida Cholico	
Guests		

1) Convene Meeting and Roll Call (Chair)

The Chair Convened the meeting at 9:03 am.

2) Introductions, Announcements, and Changes to Agenda (Chair)

None

3) Consent Items Approval (Chair)

- November 7, 2023 PIP Meeting Minutes.

Kerry Parker (San Ramon) motioned to approve the PIP Committee meeting minutes and accept the subcommittee minutes. Julie Haas-Wajdowicz (Antioch) seconded. There were no abstentions or objections and the November 7, 2023 PIP committee meeting minutes were approved.

**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY
Tuesday, December 5, 2023, 9:00 am – 10:30 am
Zoom Meeting**

- December 2023 Social Media Calendar (Facebook and Instagram)

Julie Haas-Wajdowicz (Antioch) motioned to approve the October 2023 Social Media Calendar and accept the Social Media Calendar. Kerry Parker (San Ramon) seconded, there were no abstentions or objections and the December 2023 Social Media calendar was approved.

4) Brochure Update (SGA)

Michelle Dissel (SGA) shared updates made to the Carpet Cleaners Brochure and asked PIP committee for final approval. No suggestions or revisions were made and the request was made for final brochure approval.

Kerry Parker (San Ramon) motioned to approve the finalization of Carpet Cleaners Brochure, April Chamberlain (Pittsburg) seconded, there were no abstentions or objections, and the Carpet Cleaners Brochure was approved.

5) Website Improvement Update and Recommendations (SGA)

Michelle D. shared recommended updates that are planned for the CCCWP website and reviewed Google Analytics metrics for the website.

Google analytic statistics and suggestions:

- It was found that most users of the website are English speakers with a small amount of Spanish and Chinese speakers. It was recommended that a google translate plugin be installed on the website to serve the small amount of non-English speaking visitors.
- The majority of visitors are using desktop computers to access the website. This may be due to the fact that the current interface is not as intuitive on mobile devices. This may change when website receives an updated design for mobile devices.
- The sections related to development and infrastructure were found to be the most popular sections on the website. It was suggested that a link be added to the homepage to make these sections easier to find.
- Changes to the No dumping hotline section were suggested to make it easier to find and report incidents.

Michelle D. shared plugins that are planned to be implemented into the website:

- Google translate – button will be added on every page to assist non-English speakers.
- Hero Image Slider – a slideshow that will be added to homepage to highlight new and important sections of the website.
- Social media preview – an automated plugin that will highlight recent social media posts.
- Page Creation blocks – will provide a helpful resources for frequently asked questions.

**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY
Tuesday, December 5, 2023, 9:00 am – 10:30 am
Zoom Meeting**

- ArcGIS – a mapping tool for integrating ARCGIS features into the website. Michelle noted that this feature should only be added if there is a specific goal in mind due to the licensing costs.

Michelle covered additional enhancements which included improved click ability and readability changes to make the website more intuitive to use.

PIP committee members confirmed that the suggested changes look good, and that SGA can proceed with the next steps.

6) School Aged Youth Outreach Contest Concepts (SGA)

Michelle D. shared contest concepts that can be used as school-based outreach campaign. These included several ideas catered towards children in elementary as well as teenagers in middle school/high school. The ideas involve repurposing trash and recyclables into works of art or something useful.

The ideas included:

- Waste Monster Art Contest – aimed towards elementary – middle school students and focuses on plastic pollution. Kids will collect plastics and create a trash monster with the items collected.
- Trash to Treasure contest – aimed towards middle and/or high school students. Students will collect paper and plastics and repurpose the materials into works of art or something with real-life use.
- Rain Barrel Decoration contest – students will sketch a rain barrel design and the winner of the contest will be awarded a rain barrel.

The prizes for the each of the contest were shared which included reusable water bottles and utensils or if option three is selected, the prize would be the rain barrel.

It was discussed that rain barrels do not make very good prizes, since this area does not receive enough rain to make a rain barrel useful. There was some discussion with regard to the details of the first option. Overall, PIP members seemed to agree that this concept might be the most engaging/option to develop further, however, concerns were expressed about cleanliness of the trash, realistic nature of the types of trash that would be collected, and how the trash monster would be handled once built. The group agreed the contest concept needs further development but that option one is preferred of the three. This topic will be revisited at the January PIP committee meeting.

Nicole Wilson (CCCWP/LWA) encouraged PIP committee members to reach out with any ideas or suggestions they would like to share.



**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY
Tuesday, December 5, 2023, 9:00 am – 10:30 am
Zoom Meeting**

7) PIP Budget Proposal for FY24/25 (N. Wilson)

Nicole shared the budget proposal for FY 24/25 and highlighted the adjustments.

- SGA project management and PIP committee support – 3% increase for inflation/cost of living (COL) increases.
- Outreach campaign effectiveness evaluation – An MRP requirement, but not required until the final year of the MRP (FY 26/27). No changes to budget amount
- Website hosting and maintenance – Changed from \$15k to \$1.6k. \$1.6k will be used for the plugins, website hosting, and widgets that will be added to the website
- Website improvements – Changed from \$50k to \$15k for personnel costs and labor to maintain and update the website content.
- Outreach campaigns, public outreach and citizen involvement events – 3% increase for COL increases.
- Streets to Creeks Partner Program – estimated \$31.5k. Estimate based on participation of all agencies. Will likely change once discussion on participation is held.
- School aged outreach – 3% increase for COL increases
- Cost Reporting training and reporting guidance – changed from \$25k to \$15k to fund permittee support and as needed response to State and/or Regional Board items.

8) Streets to Creeks Partner Program (N. Wilson)

Nicole briefly reviewed the Streets to Creeks partner program. It was noted that 6 agencies have shown interest in the program. A small group meeting is being planned to be held with the streets to creeks representatives. Nicole asked permittees to reach out if they would like to participate in the meeting.

9) Discuss January 2nd, 2024 PIP Committee Meeting Date (N. Wilson/A. Bullock)

Committee members agreed to hold the next PIP committee meeting on January 2nd.

10) Old / New Business (Committee)

None

11) Adjournment (Chair)

The meeting adjourned at approximately 10:22 am.



**Monitoring Committee
Meeting Summary
November 13, 2023**

VOTING MEMBERS		ATTENDED	ABSENT
City of Antioch		Phil Hoffmeister	
CCC Flood Control District		Beth Baldwin	
City of Pittsburg		Jolan Longway (Vice-Chair)	
City of Richmond		Bradley Harms (Chair)	
City of Walnut Creek		Lucile Paquette	
NON-VOTING MEMBERS			
None			
PROGRAM STAFF			
Watershed Management Planning Specialist		Erin Lennon	
PROGRAM CONSULTANTS			
Geosyntec Consultants		Lisa Welsh	
Geosyntec Consultants		Lisa Austin	

- 1. Introductory Remarks, Announcements, and Changes to the Agenda.** CCCWP’s “Newcomers Network” orientation event is on Wednesday, 12/6/23, from 1:30-2:30 PM. This virtual event is tailored for newer members. CCCWP staff will provide an overview of the CCCWP structure/logistics, discuss important milestones, and review helpful resources such as GroupSite.
- 2. October Meeting Summary.** Lucile Paquette (Walnut Creek) noted a typo – “workgroup” not “workout” – to be corrected in the meeting summary. Beth Baldwin (CCC Flood Control District) made a motion to approve the October meeting summary. Lucile Paquette (Walnut Creek) seconded.
- 3. Trash Monitoring Update.** Lisa Welsh (Geosyntec Consultants) provided an update on trash monitoring. Topics included the regional Watching our Watersheds WQIF grant, outfall monitoring device installation status, and status of BAMSC Trash Monitoring Plan revisions. A team was selected for the Watching our Watersheds WQIF grant (official announcement is forthcoming). The team is anticipated to come under contract with C/CAG in December. A Project Management Team will be comprised of representatives from the regional stormwater programs. Net and flow/data logger installation is complete; a mock setup was conducted last week. Nets will be deployed today in anticipation of the upcoming rain event. Comments and revisions on the BAMSC Trash Monitoring Plan and QAPP will continue at the internal C.8 LID/Trash planning meeting on December 6.

4. **LID Monitoring Update.** Lisa W. provided an update on LID monitoring, including installation status and Conditional EO Approval of the LID Monitoring Plan. Installation is complete and KEI will monitor flow for appropriate pacing of the autosampler. On Nov 9, Regional Water Board (RWB) shared their responses to the Bay Area Programs' comment response summary on the LID Monitoring Plan Conditional Approval. Lisa W. will send the RWB response to the CCCWP Monitoring Committee. There will be a follow-up meeting with RWB staff on November 29.

Action Items: Lisa W. to send the RWB response to the response to comments summary on the LID Monitoring Plan Conditional Approval.

5. **Old Industrial Area Control Measure Plan Update (L. Welsh and L. Austin).** Lisa W. provided an overview of the upcoming meetings on the Old Industrial Control Measure Plan (CMP) update, including the CCCWP ad-hoc workgroup meeting on Nov 29 and a virtual meeting with RWB and CCCWP representatives on Dec 6.

Lisa Austin (Geosyntec Consultants) reviewed a draft schedule to update the CCCWP CMP by March 31, 2024, including internal meetings – workgroup, subcommittee, 1:1 meetings – external meetings with RWB staff, and development of the draft and final report with maps and flowcharts. She also reviewed the timeline for project implementation. Lisa A. presented a draft flowchart that illustrates the process of selecting and implementing specific control measures for treating old industrial areas. Lisa W. will send the draft process flowchart, schedule, and draft agendas for the CCCWP workgroup and RWB meeting to the Monitoring Committee.

The subcommittee discussed the following topics:

- Sample type – sediment/street dirt collected in the ROW representing pollutants from adjacent parcels versus stormwater runoff representing drainage catchments.
- Permit pollutant monitoring types – C.8 POCs Type 4 (loads and status) and Type 5 (trends) monitoring and C.11.b/12.b. monitoring of 1,700 acres of old industrial area.
- Potentially requiring sampling on sites that are undergoing redevelopment.
- Crediting of very large redevelopment sites could be similar to source properties in that credit would be applied to the portion of the site with known contamination.
- Potential treatment project in the ROW near transfer stations, based on existing data that shows elevated concentrations of PCBs in these areas.

Action Items:

- Lisa W. to send the draft old industrial CMP process flowchart, schedule, and draft agendas for the workgroup and RWB meeting.

- Lisa W. to coordinate 1:1 meetings and data requests with Permittees.

6. FY2024-25 Budget Assumptions. Lisa W. presented an overview of the FY24-25 budget, assumptions, and comparison to the budget for the last two years. Monitoring planning and equipment costs are expected to decrease compared to previous years, but associated reporting is expected to increase as event monitoring gets underway. At the request of the Interim Program Manager, the Monitoring Committee will take the lead on Provision C.9.g, which requires Permittees to submit a report on the effectiveness of the pesticide control measures with the 2025 Annual Report. The Committee briefly discussed allocating funds annually to support a C.11.c/12.c project(s) that addresses PCBs and mercury. The discussion will continue at upcoming Admin, Management, and Monitoring Committee meetings.

7. New / Old Business: The meeting ran long and the Committee did not have a chance to discuss new/old business items. Relevant items will be on the agenda in December.

8. Next Steps / Action Items

- Lisa W. to send the RWB response to the comment response summary on the LID Monitoring Plan Conditional Approval.
- Lisa W. to send the draft old industrial CMP process flowchart, schedule, and draft agendas for the workgroup and RWB meeting.

9. Adjournment. The meeting was adjourned at 12:00 pm.

Next Scheduled Monitoring Committee Meeting: Monday, December 11, 2023, 10:00 AM-12:00 PM, Zoom meeting.

G:\NPDES\05_Monitoring Committee\03_Minutes&Attend\FY 23-24\Draft Minutes\2023-11\01_2023_Nov_13_MonCom_Minutes.docx



Date: January 17, 2024

To: Management Committee

From: Kelly Havens, Lisa Welsh, Lisa Austin (Geosyntec Consultants)

Subject: Regional Alternative Compliance System Status Report and Update

Recommendation:

Receive an update on the Contra Costa County Regional Alternative Compliance (CCC RAC) system development status.

Background:

The Cities of San Pablo, Walnut Creek, Richmond, and Contra Costa County developed the Contra Costa County Regional Alternative Compliance (RAC) System through a United States Environmental Protection Agency (EPA) Region 9 Water Quality Improvement Fund (WQIF) grant project (WQIF #1). The project developed a structure and defined key RAC System components through collaboration with a Steering Committee, Technical Advisory Committee, and stakeholder Advisory Committee. This project has an end date of June 30, 2024. The last remaining task required under the WQIF #1 project grant includes completing a pilot exchange (or paper exercise of an exchange).

In fiscal year (FY) 23/24, the CCCWP funded additional RAC System development steps identified through the WQIF #1 project. The funded tasks included the following:

- A RAC System Cost Study (completed August 2023)
- A RAC System Operational Document, including agreements, checklists, informational meetings, and a quick reference sheet (under development and expected completion by June 2024)
- Pilot Project exchange support. Pilot Project exchange support, relating to the initial pilot project generating compliance units for exchange (Sutter Avenue), required more analysis, negotiation, and Water Board coordination effort than originally budgeted for.

In early 2023, CCCWP was awarded funds to complete the Clean Watersheds for All (CW4A) project through a new EPA Region 9 WQIF grant (WQIF #2). The CW4A project scope includes:

1. A CW4A Regional Project Plan, which will identify opportunities for regional stormwater capture projects that can provide compliance with Municipal Regional Stormwater Permit (MRP) Provisions C.3.j and/or C.11/C.12. The identified projects are intended to seed the RAC system.
2. A Funding and Delivery Roadmap for the projects identified through the CW4A Regional Project Plan.
3. A Countywide Community Facilities District (CFD) for ongoing operations and maintenance (O&M) fees levied as part of the RAC System.
4. 100% design and bid documents for one top prioritized project identified in the CW4A Regional Project Plan; or a progressive procurement, design, or delivery approach RFP.
5. Community engagement throughout the project.

Several additional tasks over FY24/25 and FY25/26 are needed to launch and administer the RAC System. These tasks were presented at the January 2, 2024, Administrative Committee meeting: facilitation of exchanges occurring through the RAC system, permittee training, meetings/outreach, adaptive management, and training of CCCWP staff administration. It is anticipated that beginning in FY 26/27, CCCWP staff will take over the RAC administration duties.

Attachment 1 provides a flow chart summarizing tasks associated with each funding effort. Attachment 2 provides summarizes of RAC System related efforts by funding source. Attachment 3 provides detailed information on the RAC Administration support, the estimated hours, and total cost of \$92,500 for the next two fiscal years. There is an optional task to consider expanding the RAC System to include old industrial area treatment systems implemented in compliance with MRP Provision C.11.c/C.12.c for a cost of \$25,000.

Attachments:

1. A flow chart summarizing tasks associated with each funding effort
2. Detailed table of tasks by funding effort.
3. RAC System Administration Scope of Work for FY 2024/25 and FY 2025/26.

Fiscal Impact:

None (informational item only; fiscal impact is with the budget request)

WQIF Phase I (2020-2024)
Regional Alternative Compliance (RAC) System Framework
Objectives: define rules, metrics, roles, and responsibilities for a RAC System, and complete a pilot exchange

WQIF Phase II (2023-2027)
Clean Watersheds for All (CW4A)
Objectives: make significant progress on implementing a regional project and establish a community facilities district (CFD)

CW4A Regional Project Plan
Regional Opportunities for RAC/C.3 and PCBs Compliance Stormwater Treatment Measures

Funding and Delivery Roadmap
Path to procure capital funding and deliver these opportunities

Community Facilities District
Mechanism for ongoing O&M for these opportunities

Project Design or Delivery
Develop a project design or move a delivery process forward

CCCWP (Ongoing)

RAC System Operations
Developing stepwise processes for implementing the RAC System

RAC System Administration
Support and train permittee participants, manage financial mechanisms, manage tracking tool, annual reporting, perform adaptive management, provide technical support for RAC System users

+

+

+

Meetings and Engagement (Ongoing)

Summary of RAC System Related Efforts by Funding Source

Component	WQIF #1	WQIF #2	CCCWP FY 23/24 – 25/26
Meetings	<ul style="list-style-type: none"> - TAC Meetings - Advisory Committee Meetings - Project Management Team Meetings 	<ul style="list-style-type: none"> - Project Management Team Meetings - Permittee Project Opportunity Meetings - Permittee Funding Roundtables - CFD related Meetings 	<ul style="list-style-type: none"> - Project Management Team Meetings - Meetings to discuss Financial Processes - Meetings to discuss Annual Reporting needs - Regional Meetings to advocate and inform
Studies or Plans	<ul style="list-style-type: none"> - Literature Review - RAC System Summary Report - Summary of Legal Review Comments 	<ul style="list-style-type: none"> - CW4A Regional Project Plan - Funding and Delivery Roadmap - CFD Development Documents 	<ul style="list-style-type: none"> - GSI Cost Study (Complete) - Compliance Unit cost setting - RAC System Operational Document - RAC System Tracking Tool Plan
Engagement	<ul style="list-style-type: none"> - Stakeholder Workshops - Presentations to CCCWP permittees 	<ul style="list-style-type: none"> - CW4A Regional Project Plan Meetings - Top-selected Project Design related Meetings - Fish Consumption Risk Materials 	<ul style="list-style-type: none"> - Permittee Training Sessions - RAC System help desk
Implementation	<ul style="list-style-type: none"> - Pilot Exchange 	<ul style="list-style-type: none"> - Full Design and Bid Documents OR Alternative Delivery of Top-Selected CW4A Project 	<ul style="list-style-type: none"> - Facilitation of Phase 2 RAC System exchanges
Outcomes	<ul style="list-style-type: none"> - Develop Legally-reviewed, Water Board approved RAC System 	<ul style="list-style-type: none"> - Identification of Projects and Funding Plan for Projects achieving MRP Compliance - Design or Delivery of one project 	<ul style="list-style-type: none"> - Launch RAC System, perform adaptive management, and train CCCWP Administrator to take on next phase of RAC System

Memorandum

Date: December 20, 2023
To: Rinta Perkins, Contra Costa Clean Water Program
From: Kelly Havens, Geosyntec Consultants
Subject: Regional Alternative Compliance System Administration Scope
Geosyntec Project Number: CWR0847

1. INTRODUCTION

The purpose of this memorandum is to provide a detailed scope of work for administration tasks for the Contra Costa County Regional Alternative Compliance (RAC) System (RAC System). The Cities of San Pablo, Walnut Creek, Richmond, and Contra Costa County developed the Contra Costa County RAC System through a United States Environmental Protection Agency (EPA) Region 9 Water Quality Improvement Fund (WQIF) grant project (the project). The project developed a structure and defined key RAC System components through collaboration with a Steering Committee, Technical Advisory Committee, and stakeholder Advisory Committee. The RAC System is intended to provide an optional MRP Provision C.3 alternative compliance pathway for Regulated Projects and to facilitate cost sharing for public retrofit projects. The RAC System Summary Report (City of San Pablo, 2023) describes the proposed Contra Costa County RAC System and components. The CCCWP is currently funding (in fiscal year (FY) 23/24) the following tasks to support the RAC System development:

- RAC System Cost Study (complete)
- RAC System Operational Document, including agreements, checklists, informational meetings, and a quick reference sheet
- Pilot Project exchange support

This scope of work summarizes additional tasks that will be completed to support administration of the RAC System for the next two years (FY 24/25 and FY 25/26). This will include facilitation of exchanges occurring through the RAC System, trainings, meetings/outreach, adaptive management, and training of CCCWP staff administrators.

SCOPE OF WORK

RAC Administration support may include:

1. Completing tasks from FY 23/24 that are delayed or require additional edits per feedback from CCCWP managers or permittees.
2. Providing technical support on Phase 2 exchanges including:
 - a. Reviewing Off-Site GSI certification packages.
 - b. Reviewing buyer compliance unit requests and calculations.
 - c. Reviewing exchange documentation.
 - d. Reviewing Off-Site GSI verification documentation.
 - e. Providing a Technical Assistance Help Desk to respond to questions about the above via phone or e-mail.
3. RAC System Tracking Tool Support, including:
 - a. Coordinate with RAC System Tracking Tool Host on required updates, etc.
 - b. Developing a long-term strategy for the RAC System Tracking Tool with CCCWP, including identifying the long-term host and entity responsible for Tracking Tool maintenance, immediate additional development and functionality needs, and adaptive management strategy (the identified actions would not be completed through this scope).
 - c. Providing a Technical Assistance Help Desk to respond to questions about the Tracking Tool via phone or e-mail.
4. Cost Studies
 - a. Analyses of facilities certified through the RAC to determine compliance unit cost and operations and maintenance costs.
5. Adaptive Management
 - a. Develop Annual Lessons Learned summary and suggested action items for RAC System optimization.
 - b. Make changes to Operational Document as needed to address action items.
6. Administrator Training
 - a. Train identified CCCWP RAC Administrator staff.
7. Conducting 2-hour training sessions for permittees and permittee consultants on RAC System Operations, including but not limited to:
 - a. Off-Site GSI project requirements.
 - b. Off-Site GSI project certification, compliance unit calculations, and required templates.
 - c. Buyer approvals, compliance unit calculations, and required templates.
 - d. Exchange processes and required templates.
8. Annual Reporting
 - a. Extracting the necessary reporting information from RAC System for annual reporting (Off-Site GSI constructed, compliance units generated, compliance units sold).
9. Meetings
 - a. CCCWP Subcommittee meetings – updates, adaptive management questions.
 - b. Participation in quarterly BAMSC Development Committee meetings and provide notes.

- c. Participation in regional project working group and long-term GI Retrofit working group provide notes.
 - d. Other outreach to entities outside of the RAC System
 - e. Adaptive Management to RAC System Operational Document, editing document and producing brief memoranda.
 - f. Complete Operational Document
10. PM and Check ins with CCCWP PMs
11. (Optional) Analyses for expanding RAC System to include Old Industrial Treatment Systems.

BUDGET

The budget will be billed based on time and materials and has been developed as a fiscal year allocation. The budget assumptions and allocation per fiscal year are provided below:

Budget Category	Scope Items	Assumptions	Total Hours	Total Cost
Technical Support and Studies	1 – 5	Assumed 200 hours of support	200	\$45,000
Administrator Training	6	20 hours of training	20	\$5,500
Permittee Training	7	Assumed two two-hour training sessions at \$6,000 per session	50	\$12,000
Annual Reporting	8	Gather required annual reporting, revisions as needed	44	\$10,000
Meetings, Outreach	9 – 10	Preparation, Facilitation/Attendance, Notes	80	\$20,000
Subtotal				\$92,500
(Optional) Analyses for expanding RAC System to include Old Industrial Treatment Systems	11	Meetings, research, memorandum to summarize approach	110	\$25,000

* * * * *



Date: January 17, 2024

To: Management Committee

From: Rinta Perkins, Interim Program Manager
Andrea Bullock, Administrative Services Assistant III

Subject: First Draft of FY 24/25 Budget

Recommendation:

Review and consider the First Draft of FY 24/25 Budget and provide any comments and directions to staff.

Background:

The first draft of the FY 24/25 CCCWP Operating Budget was prepared by using the budget policy direction and assumptions approved by the Management Committee during their meeting on December 20, 2023. The Five-Year Budget was used as a baseline starting point. It should be noted that many of these budget numbers are tentative and subject to change as Program staff and consultants have more time to analyze the work necessary to accomplish the budget line item and more accurate information that will come from the reports scheduled for approval by the Management Committee in March.

This is the third year the current budget format has been used. The format is organized by permit provision, and all the work and technical services needed to meet the requirements in each provision are in that provision section of the budget. Budget items that are not under a specific provision are at the beginning of the budget and are associated with permit-wide activities. Budget items for activities performed by Select or Ad Hoc Work Groups are displayed under its own category.

The FY 24/25 budget is the third fiscal year of MRP 3.0. It drops some budget items from the current fiscal year that have been or will be completed before July 1, 2024. Below is a discussion of some of the key budget items and an explanation of the proposed budget amount.

Key Budget Items

- **Staff Augmentation.** The budget assumes the Program Manager position will be assumed by a consultant. The recruitment for both watershed planner and senior watershed planner positions will begin in early 2024 with the goal to hire by the end of FY 23/24. Staff also recommends a budget item for on-call staff augmentation to cover transition period, training of newly hires, and

provide flexibility in meeting unforeseen needs related to MRP 3.0.

- **Countywide Funding Option Implementation.** This budget item is to pay for implementing (or beginning to implement) a future countywide funding option implementation. The outcomes of the Funding Options Workshop (scheduled in early 2024) dictate the steps to be taken, which may include preparing an RFP, interviewing, and selecting a consultant team familiar with public financing or funding matters. At this stage of developing the budget, it is unknown what funding option the Management Committee will select. To prepare the budget, however, staff is assuming the Committee will choose the most expensive funding option, the Property Related Fee, and is therefore recommending a \$200,000 budget line item. If approved for the FY 24/25, the total funds allocated for this line item will be \$1.9 million (toward the estimated \$3 million budget for a future countywide funding measure).
- **Regional Alternative Compliance (RAC) Administration.** The US EPA grant-funded Phase 2 of the RAC System includes Old Industrial Treatment Plan, funding and delivery roadmap, Community Facility District mechanism, and facilitate a pilot exchange. Once the Phase 2 tasks are completed, the duties of the RAC Administration will be assumed by the CCCWP. While the Program is in the process of hiring two FTEs, staff recommends a budget item to facilitate routine RAC Administration duties and training newly hires assumed by staff augmentation. Refer to a separate presentation on the RAC System project provided by the project consultant team for the proposed scope of work of the RAC Administration.
- **AGOL.** The AGOL Workgroup works closely with the new GIS consultant (Arini) to transition out from Psomas, which is anticipated to be completed in early 2024. There are three elements of AGOL services. The first is a line item for routine, minor maintenance. The second is a line item for staff support to permittees and AGOL administration for the Program. The third is a line item for major system improvements recommended by the AGOL Workgroup. Staff recommends budgeting \$50,000 for major improvements in FY 24/25.
- **General Consultant Services.** This section of the budget is slightly less in FY 24/25 than in the current fiscal year. We are maintaining the appropriation of \$200,000 for the countywide funding implementation and allocation for the RAC Administration as discussed above. Staff recommend allocating a budget line item to prepare for an RFP, interview, and select a consultant team should the Management Committee decide to move forward with a future funding measure.
- **PIP.** The overall budget for the Public Information/Participation Committee has decreased due to scaled-down website improvements and cost reporting implementation. Additionally, public campaign/education efforts have been minimized while awaiting the outcome of future public polls associated with a future countywide funding measure and to be coordinated with the selected

public funding consultant team.

- **C.12.c.** MRP 3.0 requires a significant amount of work to reduce PCB loads. The proposed FY 24/25 budget includes a \$200,000 line item for legacy pollutant project development, spreading the project cost to all permittees through the Program budget. This is aligned with the budget policy approved by the Management Committee in December. Staff continue to review the types of programs or projects that can be implemented given the available resources.
- **Cost Reporting.** BAMSC completed the Bay Area cost reporting framework and submitted it to the Water Board for consideration. Each countywide stormwater program will have to develop its own guidance. Staff recommend budget line items to prepare countywide-specific guidelines and training for its permittees.
- **Asset Management.** The CCCWP Asset Management Workgroup will convene in early 2024 to develop guidance to permittees on the types of assets to be included in the asset management program, a naming convention for the various types of stormwater assets, and standard replacement costs. The workgroup will also provide a detailed process and schedule to complete an asset management program. For instance, some steps might include categorizing assets, inventorying assets, collecting data and inputting data, determining service life, determining remaining service life, developing a maintenance schedule, developing a replacement schedule, and developing a financing plan. BAMSC Asset Management Workgroup will convene in January to develop the framework through a regional collaborative process. The regional process will include collecting input from permittees before developing the framework and addressing their comments, such as considering those jurisdictions that already have an asset management program.

Fiscal Impact:

Staff will prepare/modify the budget in accordance with the direction provided by the Management Committee.

Attachments:

First Draft of FY 24/25 Budget package.

Contra Costa Clean Water Program (CCCWP)
Fiscal Year 2024/25 Group Program Budget (DRAFT #1)

	Description	Adjusted Adopted FY 2023/24 Dec. 20, 2023	Proposed FY 2024/25
1	Administrative/Personnel (See Admin Worksheet)	\$2,317,878	\$2,482,432
2	General Supplies & Equipment	\$4,817	\$7,846
3	Association/Memberships/License Fees	\$35,261	\$36,288
4	Legal Services	\$61,800	\$76,509
5	Regional Projects/Regional Cooperation	\$237,949	\$254,225
6	General Consultant Services/Projects (See Consultant Services/Projects Worksheet)	\$592,910	\$564,757
7	Municipal Operations (C.2) - Training/Workshop (See MOC Worksheet)	\$0	\$0
8	New Development/Redevelopment (C.3) (See Development Committee Worksheet)	\$264,360	\$208,000
9	Industrial/Commercial Controls (C.4) - Training/Workshop (See MOC Worksheet)(LWA)	\$3,193	\$0
10	Illicit Discharge/Detection and Elimination (C.5) (See MOC Worksheet)	\$0	\$0
11	Construction Controls (C.6) (See Development Committee worksheet)	\$6,000	\$0
12	Public Information/Participation (C.7) (See PIP Committee Worksheet)	\$232,100	\$191,400
13	Water Quality Monitoring (C.8) (See Monitoring Committee Worksheet)	\$668,000	\$610,500
14	Pesticide Toxicity Control (C.9) (See MOC Worksheet)	\$85,963	\$113,788
15	Trash Load Reduction (C.10) (See MOC Worksheet)	\$10,000	\$25,000
16	Mercury Controls (C.11) (requirements addressed under C.12)	\$0	\$0
17	PCBs Controls (C.12) (See Monitoring Committee Worksheet)	\$191,500	\$394,500
18	Exempted and Conditionally Exempted Discharges (C.15) (See PIP Worksheet)	\$15,000	\$15,000
19	Unsheltered Homeless Discharges (C.17) (See MOC Worksheet)	\$15,000	\$10,000
20	East Contra Costa County Projects (C.19) (See Monitoring Committee Worksheet)	\$48,500	\$85,000
21	Cost Reporting (C.20) (see PIP Committee Worksheet)	\$30,000	\$15,000
22	Asset Management (C.21) (see Select Ad-Hoc Committee Worksheet)	\$20,000	\$31,827
23	Annual Report (C.22)	\$43,100	\$44,400
24	GROUP PROGRAM BUDGET SUBTOTAL	\$4,883,331	\$5,166,473
25	2% CONTINGENCY	\$97,667	\$103,329
26	TOTAL GROUP ACTIVITIES BUDGET	\$4,980,997	\$5,269,803
27	LESS CONTINGENCY EXPENSE	\$0	\$0
28	LESS SALARY CREDIT (PM)(12 months)	(\$321,852)	(\$353,817)
29	LESS SALARY SAVINGS (SWMPS 12 months)	(\$266,763)	\$0
30	LESS SALARY SAVINGS (WMPS 12 months)	(\$213,058)	\$0
33	NET TOTAL GROUP PROGRAM BUDGET	\$4,179,324	\$4,915,986
34	LESS SUA FUNDING CAP	(\$3,500,000)	(\$4,000,000)
35	SUA FUNDING RESERVE WITHDRAWAL	\$679,324	\$915,986

Contra Costa Clean Water Program

FY 2024-25 Budget **DRAFT #1**

January 17, 2024

Expect changes
Grant funding
Per Budget policy

Budget Row	WO #	Budget Description	Adopted Adjusted FY 2023/24	FY 2024/25 Proposed (DRAFT)	WQIF Grant Expense FY 23/24	WQIF Grant Expense FY 24/25	Legend
1		Administrative/Personnel (See Personnel Worksheet)	\$2,317,878	\$2,482,432	\$0	\$0	
2	7608	Staff Salaries and Benefits + County Overhead	\$1,301,675	\$1,579,407			
3	7609	Staff Augmentation (SWMPS)	\$344,000	\$195,000			
4	7609	On-Call Staff Augmentation (as needed) (LWA, GC, H&A)	\$103,000	\$100,000			
5	7609	Staff Augmentation (LWA)	\$100,000	\$103,000			
6	7609	Staff Augmentation (Geosyntec)	\$457,703	\$484,000			
7	7608	Staff Training and Conferences	\$1,000	\$10,000			
8	7612	Non-Program County Staff Labor	\$10,500	\$11,025			
9		General Supplies & Equipment	\$4,817	\$7,846	\$0	\$0	
10	7605	Misc. Office Equipment/Supplies not covered by County Overhead	\$2,640	\$5,640			
11	7605	Zoom Annual Fee	\$989	\$1,018			
12	7605	Groupsite Annual Fee	\$1,188	\$1,188			
13		Association/Memberships/License Fees	\$35,261	\$36,288	\$0	\$0	
14	7611	ESRI (AGOL Annual License Fee)	\$11,000	\$11,300			
15	7611	California Stormwater Quality Association (CASQA)	\$24,261	\$24,988			
16		Legal Services	\$61,800	\$76,509	\$0	\$0	
17	7606	County Counsel and Contract Administration	\$10,300	\$10,609			
18	7610	On-Call Legal Services (Richards, Watson & Gershon)	\$30,900	\$30,900			
19	7613	RAC or CFD incorporation into SUA Agreement (County/Other Counsel)(TBD)	\$20,600	\$35,000			Expect changes
20		Regional Projects/Regional Cooperation	\$252,949	\$254,225	\$0	\$0	
21	7611	BAMSC	\$30,900	\$30,900			
22	7618	SFEI - RMP	\$185,400	\$186,226			
23	7618	SFEI - CECs	\$21,649	\$21,649			
24		Regional Workgroup Participation (LWA/GC)	\$15,000	\$15,450			Expect changes
25		General Consultant Services/Projects (See Consultant Services/Projects Worksheet)	\$592,910	\$564,757	\$240,000	\$205,000	
26	7616	5-Year MRP 3.0 Budget (LWA/GC)	\$0	\$0			
27	7616	Financing Plan Strategy for MRP 4.0 (LWA/GC)	\$0	\$0			
28		Community Facilities Districts Analysis (TBD)	\$0	\$0	\$180,000	\$180,000	Expect changes
29	7609	Countywide Funding Options Implementation	\$200,000	\$200,000			Per Budget policy
30		Funding Options Workshop and Strategy Planning	\$12,000	\$26,000			Expect changes
31	7616	Grant Tracking & Application (LWA/GC)	\$40,000	\$40,000			
32	7627	Grant Project Management (LWA)	\$0	\$0	\$0	\$25,000	Grant funding

Contra Costa Clean Water Program FY 2024-25 Budget **DRAFT #1**

January 17, 2024

Expect changes
Grant funding
Per Budget policy

Budget Row	WO #	Budget Description	Adopted Adjusted FY 2023/24	FY 2024/25 Proposed (DRAFT)	WQIF Grant Expense FY 23/24	WQIF Grant Expense FY 24/25	Legend
33	7616	Regional Alternative Compliance System Set Up (LWA/GC)	\$45,000	\$0	\$60,000		Grant funding
34		Regional Alternative Compliance System Administration (LWA/GC)	\$0	\$58,750			
35	7616	Project Management, Technical Review, Regulatory Compliance, etc. (LWA/GC)	\$99,910	\$102,907			
36	7665	GIS/AGOL Major Upgrades (AriniGeo)	\$100,000	\$50,000			
37	7665	GIS/AGOL Maintenance, Minor Upgrades (Psomas)(GC)	\$50,000	\$50,000			
38	7609	GIS/AGOL Support Staff (LWA)	\$36,000	\$37,100			
40		Municipal Operations (C.2) - Training/Workshop (See MOC Worksheet)	\$0	\$0	\$0	\$0	
41		New Development/Redevelopment (C.3) (See Development Committee Worksheet)	\$264,360	\$208,000	\$53,045	\$0	
42	7641	Hydromodification Management Modeling Using BAHM (TBD)(Dubin)	\$75,000	\$0			
43	7641	Hydrograph Management Compliance Options Report (H&A)	\$0	\$0			
44	7641	Hydromodification Management Maps (H&A)	\$10,000	\$5,000			
45	7641	Hydromodification Management Calculator (TBD)	\$0	\$0			
46	7641	Green Infrastructure Design Guidelines (H&A)	\$32,000	\$20,000			
47	7641	Peak Flow Control Calculator (TBD)	\$0	\$0			
48	7645	Update Stormwater C.3 Guidebook (H&A)	\$35,000	\$15,000			
49	7617	Update CCCWP Website (Dev Committee Pages) (SGA)	\$0	\$5,000			
50	7641	BAHM Regional Update (EOA/Clear Creek)	\$0	\$20,000			
51	7645	Alternative Compliance Program Implementation (2 Pilot Projects)(LWA/GC)	\$0	\$0	\$53,045	\$0	
52	7645	Annual C.3 Training/Workshop (H&A)	\$12,360	\$25,000			
53	7645	General Technical Services Support (H&A)(LWA/GC)	\$100,000	\$103,000			
54		GI Retrofit (C.3.i) Implementation	\$0	\$15,000			
55	7664	Industrial/Commercial Controls (C.4) - Training/Workshop (See MOC Worksheet)(LWA)	\$3,193	\$0	\$0	\$0	
56	7662	Illicit Discharge/Detection and Elimination (C.5) (See MOC Worksheet)	\$0	\$0	\$0	\$0	
57		Construction Controls (C.6) (See Development Committee worksheet)	\$6,000	\$0	\$0	\$0	
58	7628	Biennial Construction Training (LWA-Training only)	\$6,000	\$0			
59		Public Information/Participation (C.7) (See PIP Committee Worksheet)	\$232,100	\$191,400	\$0	\$0	
60	7617	School-Aged Children Outreach (SGA)	\$20,000	\$20,600			
61	7617	Watershed Stewardship Green Business Program	\$6,000	\$6,000			

Contra Costa Clean Water Program
FY 2024-25 Budget DRAFT #1

January 17, 2024

Expect changes
Grant funding
Per Budget policy

Budget Row	WO #	Budget Description	Adopted Adjusted FY 2023/24	FY 2024/25 Proposed (DRAFT)	WQIF Grant Expense FY 23/24	WQIF Grant Expense FY 24/25	Legend
62	7617	Public Outreach through Bringing Back the Natives Garden Tour (Kathy Kramer-Sponsor)	\$17,000	\$17,500			
63	7617	Used Oil/Student Outreach /Youth Programs (Matt Bolender)	\$2,100	\$2,100			
64	7617	Outreach Campaign, Public Education, Citizen Involvement (SGA)	\$70,000	\$72,100			
65	7617	Public Outreach through Website Maintenance and Hosting (WebSight Design/ SGA)	\$15,000	\$1,600			
66	7617	Public Outreach through Website Maintenance and Hosting (GIS Optional Add-Ins)	\$0	\$0			Expect changes
67	7617	Public Outreach through Website Improvements (SGA)	\$50,000	\$15,000			
68	7617	General Youth/Public Outreach; Media Management (SGA)	\$50,000	\$51,500			
69	7620	Brochures (SGA)	\$10,000	\$0			
70	7617	Streets To Creeks Program	\$0	\$0			Expect changes
71	7617	CCC Creek and Watershed Symposium Sponsorship	\$500	\$0			
72	7617	Outreach Contingency	\$1,500	\$5,000			
73		Water Quality Monitoring (C.8) (See Monitoring Committee Worksheet)	\$653,000	\$610,500	\$0	\$0	
74	7618	General Technical Services Support (LWA/GC)	\$0	\$25,000			
75	7618	LID Monitoring Plan (KEI)(LWA/GC)	\$27,000	\$15,000			
76	7618	LID Monitoring TAG (LWA/GC)	\$9,000	\$10,000			
77	7618	LID Monitoring (KEI)	\$160,000	\$160,000			
78	7618	LID Monitoring Equipment Procurement and Establishment of Four Fixed Monitoring Stations	\$80,000	\$80,000			
79	7620	Trash Monitoring Plan (LWA/GC)(KEI)	\$14,000	\$5,000			
80	7620	Trash Monitoring TAG	\$8,000	\$8,500			
81	7620	Trash (Outfall) Monitoring (KEI)	\$52,000	\$52,000			
82	7620	Trash Monitoring Equipment Procurement and Establishment of Fixed Stations (KEI)	\$25,000	\$5,000			
83	7620	Trash Receiving Water Monitoring Planning and Coordination(KEI/LWA/Geosyntec)	\$17,000	\$10,000			
84	7618	Pollutants of Concern Monitoring Planning (LWA/GC)	\$10,000	\$10,000			
85	7618	Pollutants of Concern Monitoring (KEI)(LWA/GC)	\$25,000	\$25,000			
86	7618	Pesticides and Toxicity Monitoring (KEI)	\$30,000	\$30,000			
87	7618	Urban Creeks Monitoring Report (POC, Pesticides and Toxicity, Trash, LID)	\$95,000	\$105,000			
88	7618	POC Receiving Water Limitations Monitoring	\$30,000	\$30,000			
89	7618	POC Receiving Water Limitations Monitoring Plan Support (LWA/GC)(KEI)	\$10,000	\$5,000			
90	7618	Bioassessment Final Report (KEI/GC)	\$15,000	\$0			
91	7618	Monitoring Management Support (KEI)	\$31,000	\$25,000			
92	7618	All Monitoring Contingency (KEI)	\$15,000	\$10,000			
93		Pesticide Toxicity Control (C.9) (See MOC Worksheet)	\$85,963	\$113,788	\$0	\$0	
94	7636	Our Water Our World Local Outreach and Training (Plant Harmony)	\$71,510	\$73,733			
95	7636	Our Water Our World Outreach Materials (Paid to CASQA)	\$8,010	\$8,250			

Contra Costa Clean Water Program
FY 2024-25 Budget DRAFT #1

January 17, 2024

Expect changes
 Grant funding
 Per Budget policy

Budget Row	WO #	Budget Description	Adopted Adjusted FY 2023/24	FY 2024/25 Proposed (DRAFT)	WQIF Grant Expense FY 23/24	WQIF Grant Expense FY 24/25	Legend
96	7636	Pesticide Regulatory Coordination Program (Paid to CASQA)	\$5,943	\$6,305			
97		Outreach to Pest Control Professionals	\$500	\$500			
98		Control Measure Effectiveness Report for Pesticides Toxicity (KEI/LWA/GC)	\$0	\$25,000			
99		Trash Load Reduction (C.10) (See MOC Worksheet)	\$10,000	\$25,000	\$0	\$0	
100	7620	Trash Load Reduction Plan (LWA)	\$10,000	\$0			
101	7620	Trash Reduction and Impracticability Report (LWA)	\$0	\$0			
102	7620	Mapping (General PLDAs, Trash Maps, Locations)	\$0	\$10,000			
103	7620	Trash Reduction and Demonstration of Trash Reduction Outcomes	\$0	\$15,000			
104	7618	Mercury Controls (C.11) (requirements addressed under C.12)	\$0	\$0	\$0	\$0	
105		PCBs Controls (C.12) (See Monitoring Committee Worksheet)	\$191,500	\$394,500	\$235,000	\$0	
106	7618	General Technical Services Support (see Monitoring Worksheet)	\$0	\$25,000			
107	7618	Old Industrial Area PCBs Control Measure Plan (LWA/GC)	\$30,000	\$5,000	\$100,000		
108	7618	Old Industrial Area PCBs Treatment Project (pilot project) (GC)	\$0	\$0	\$125,000		Grant funding
109	7618	Legacy Pollutant Project Implementation (TBD)	\$0	\$200,000			Per Budget policy
110	7618	Annual Progress Report on Controlling PCBs (LWA/GC)	\$30,000	\$33,000			
111	7618	Source Property Investigation Planning (KEI) (LWA/GC)	\$15,000	\$15,000			
112	7618	Source Property Investigation Monitoring (KEI)	\$80,000	\$80,000			
113	7618	Caltrans Bridge/Overpass Spec. and Reduced Loads Report	\$5,000	\$5,000			
114	7618	PCBs in Electrical Utilities (LWA/GC)	\$5,000	\$5,000			
115	7618	Guidance for MRP 3.0 Building Demolition Requirements (LWA/GC)	\$5,000	\$5,000			
116	7618	Provide Fish Risk Flyers/Signs	\$5,500	\$5,500	\$10,000		
117	7618	Distribute Fish Risk Flyers (KEI)	\$11,000	\$11,000			
118	7618	Annual Fish Risk Status Report (KEI)	\$5,000	\$5,000			
119		Exempted and Conditionally Exempted Discharges (C.15) (See PIP Committee Worksheet)	\$15,000	\$15,000	\$0	\$0	
120	7617	Firefighting Discharges (LWA/GC)	\$15,000	\$15,000			
121		Unsheltered Homeless Discharges (C.17) (See MOC Worksheet)	\$15,000	\$10,000	\$0	\$0	
122	7616	Homeless Mapping (TBD)	\$10,000	\$10,000			
123	7616	BMP Report (TBD)	\$5,000	\$0			
124	7616	Implementation Plan (TBD)	\$0	\$0			
125	New WO?	East Contra Costa County Projects (C.19) (See Monitoring Worksheet)	\$48,500	\$85,000	\$0	\$0	

Contra Costa Clean Water Program
FY 2024-25 Budget DRAFT #1

January 17, 2024

Expect changes
Grant funding
Per Budget policy

Budget Row	WO #	Budget Description	Adopted Adjusted FY 2023/24	FY 2024/25 Proposed (DRAFT)	WQIF Grant Expense FY 23/24	WQIF Grant Expense FY 24/25	Legend
126	7618	C.19 Monitoring Technical Assistance (LWA/GC)	\$5,000	\$10,000			
127	7618	Methylmercury Monitoring for Delta TMDL (KEI)	\$31,000	\$25,000			
128	7618	Marsh Creek Dissolved Oxygen (BOD) Monitoring (LWA/GC) (KEI)	\$7,500	\$5,000			
129	7618	Annual Mercury Monitoring Plan (LWA/GC)	\$0	\$10,000			
130	7618	Annual Mercury Monitoring Report (LWA/GC)	\$0	\$10,000			
131	7618	Pyrethroid Control Program Annual Report Update (KEI)	\$5,000	\$10,000			
132	7618	Pyrethroid Control Program UCMR (KEI)	\$0	\$10,000			
133	7618	East County TMDL Control Measure Plan (LWA/GC)	\$0	\$5,000			
134		Cost Reporting (C.20) (see PIP Committee Worksheet)	\$30,000	\$15,000	\$0	\$0	
135	7617	Cost Reporting Framework (LWA/GC)	\$5,000	\$5,000			
136	7617	Cost Reporting Guidance & Training (LWA)	\$25,000	\$10,000			
137		Asset Management (C.21)	\$20,000	\$31,827	\$0	\$0	
138	7645	Asset Management Framework (LWA)	\$20,000	\$31,827			Expect changes
139		Annual Report (C.22)	\$43,100	\$44,400	\$0	\$0	
140	7609	Program Annual Report	\$40,000	\$41,200			
141	7616	Permittee Forms	\$3,100	\$3,200			
142		GROUP PROGRAM BUDGET SUBTOTAL	\$4,883,331	\$5,166,473	\$528,045	\$205,000	Expect changes
143		2% CONTINGENCY	\$97,667	\$103,329			
144		TOTAL GROUP ACTIVITIES BUDGET	\$4,980,997	\$5,269,803			
145		LESS CONTINGENCY EXPENSE	\$0	\$0			
146		LESS SALARY CREDIT (PM)(12 months)	(\$321,852)	(\$353,817)			
147		LESS SALARY SAVINGS (SWMPS 12 months)	(\$266,763)	\$0			
148		LESS SALARY SAVINGS (WMPS 12 months)	(\$213,058)	\$0			
149		NET TOTAL GROUP PROGRAM BUDGET	\$4,179,324	\$4,915,986			
150		LESS SUA FUNDING CAP	(\$3,500,000)	(\$4,000,000)			Per Budget policy
151		SUA FUNDING WITHDRAWAL	\$679,324	\$915,986			

**FY 2024/25 Contra Cost Clean Water Program
Administrative Personnel Costs (Draft #1)**

CCCWP 6 FTE -12 Months									
FY 24/25 Approved Positions + COLA	Step	Monthly Salary	# of Months	Annual Salary	Benefits @ 74.9%	Salary + Benefits	Division Overhead (\$60K flat amount)	Department Overhead @ 27%	Outside Rate @ 2%
Stormwater Program Manager	5	\$14,052	12	\$168,620	\$126,297	\$294,917	\$10,000	\$79,627.61	\$5,898.34
Senior Watershed Mgt Planning Specialist	5	\$11,569	12	\$138,834	\$103,986	\$242,820	\$10,000	\$65,561.37	\$4,856.40
Watershed Management Planning Specialist	5	\$9,150	12	\$109,795	\$82,236	\$192,031	\$10,000	\$51,848.43	\$3,840.62
Watershed Management Planning Specialist	5	\$9,150	12	\$109,795	\$82,236	\$192,031	\$10,000	\$51,848.43	\$3,840.62
Administrative Services Assistant III	5	\$9,585	12	\$115,025	\$86,154	\$201,179	\$10,000	\$54,318.30	\$4,023.58
Clerk-Experienced Level	5	\$2,614	12	\$31,365	\$23,492	\$54,857	\$10,000	\$14,811.34	\$1,097.14
TOTALS				\$673,433	\$504,402	\$1,177,835	\$60,000	\$318,015	\$23,557

*Division overhead is based on actual charges which vary from year to year but averages around \$50,000, so the budget is set at a flat amount.

*Includes 5% COLA for each position.

Admin Budget using past methodology:

CCCWP 6 FTE -12 Months									
FY 23/24 Approved Positions + COLA	Step	Monthly Salary	# of Months	Annual Salary	Benefits @ 74.9%	Salary+Benefits	Division Overhead 18%	Department Overhead @ 27%	Outside Rate @ 2%
Stormwater Program Manager	5	\$14,052	12	\$168,620	\$126,297	\$294,917	\$53,085	\$79,627.61	\$5,898.34
Senior Watershed Mgt Planning Specialist	5	\$11,569	12	\$138,834	\$103,986	\$242,820	\$43,708	\$65,561.37	\$4,856.40
Watershed Management Planning Specialist	5	\$9,150	12	\$109,795	\$82,236	\$192,031	\$34,566	\$51,848.43	\$3,840.62
Watershed Management Planning Specialist	5	\$9,150	12	\$109,795	\$82,236	\$192,031	\$34,566	\$51,848.43	\$3,840.62
Administrative Services Assistant III	5	\$9,585	12	\$115,025	\$86,154	\$201,179	\$36,212	\$54,318.30	\$4,023.58
Clerk-Experienced Level	5	\$2,614	12	\$31,365	\$23,492	\$54,857	\$9,874	\$14,811.34	\$1,097.14
TOTALS				\$673,433	\$504,402	\$1,177,835	\$212,010	\$318,015	\$23,557

FY 2024/25 Select and Ad-Hoc Committees (Draft #1)

Permit Provision	Project Description and Priority	Adopted FY 23/24 Budget	Proposed FY 24/25 Budget	Due Date	Comments
Various	GIS/AGOL Major Upgrades (Arini)	\$100,000	\$50,000		Assumes carryover from FY 23/24 to 24/25 for upgrades with new consultant
Various	GIS/AGOL Maintenance, Minor Upgrades (Psomas)	\$50,000	\$50,000		
Various	GIS/AGOL Support Staff (LWA)	\$36,000	\$37,100		Assumes consultant led AGOL WG w/ 3% increase annually
C.21	Asset Management	\$20,000	\$31,287		Change adaptation Report. See Development Committee
7609	Annual Report	\$40,000	\$41,200		Assumes Program AR is produced by consultant team - 3% annual increase
7616	Permittee Forms + BAMSC Engagement	\$3,100	\$3,200		Assumes AR Forms are produced by consultant team + BAMSC engagement - 3% annual increase
C.25	Report of Waste Discharge	\$0	\$0		FY 2026/27 effort
	Implementation of Financing Plan Strategy for MRP 4.0 (TBD)	\$200,000	\$200,000		To be updated
Total Select or Ad-Hoc Committee Budget		\$449,100	\$412,787		

*FY 24/25 includes 3% inflationary increase for new contracts

FY 2024/25 Municipal Operations Committee Budget (Draft #1)

Permit Provision	Task Description	Adjusted FY 23/24 Budget (Approved)	FY 24/25 Budget (v1)	Due Date	Comments
C.2.h	Training/Workshop	\$0	\$0	9/30/2025	Provide "at least once within the 5-year term of this Permit"; report on annually.
C.4.e	Training/Workshop	\$3,193	\$0	9/30/2025	Trainings cover stormwater BMP compliance
C.9.e.ii	Our Water Our World (Plant Harmony)	\$71,510	\$73,733	9/30/2025	Contra Costa - \$69,010 for Plant Harmony (Suzanne Bontempo) for local OWOW store visits, plus \$2,500 for OWOW materials. Assumes a 3% increase. Required annually.
C.9.e.ii	Our Water Our World (Outreach Materials)	\$8,010	\$8,250	9/30/2025	Regional - Annual CASQA fee for development of OWOW product lists, active ingredient lists, OWOW website, and access to outreach and educational materials.
C.9.e.ii	Outreach to Pest Control Professionals	\$500	\$500	9/30/2025	Required annually.
C.9.f.	Urban Pesticides Program (CASQA fee)	\$5,943	\$6,305	9/30/2025	Regional - Annual CASQA fee for technical and regulatory tracking and participation to mitigate toxicity in urban waterways from current pesticide use.
C.9.g	Control Measure Effectiveness Report for Pesticides Toxicity (KEI/LWA/GC)	\$0	\$25,000	9/30/2025	For the 2025 Annual Report. Evaluate effectiveness of pesticide control measures, attainment of pesticide concentration and toxicity targets, and identify additions and/or improvements to existing control measures needed to attain targets, with an implementation time schedule.
C.10.a.ii.b	Revised Trash Generation Area Map	\$0	\$10,000	9/30/2024	Budget to support Permittee revision of Trash Generation Maps for the 2024 annual Report.
C.10.e	Trash Reduction Impracticability Report	\$0	\$0	9/30/2025	Completed in FY 22/23
C.10.d	Trash Load Reduction Plans and Demonstration of Trash Reduction Outcomes	\$10,000	\$15,000	9/30/2025	New in MRP 3.0. If unable to meet 90% trash load reduction by 6/30/23, submit notice of non-compliance (C.23.c) and an updated Trash Load Reduction Plan (C.10.d.ii.) by 9/30/23. Strategic assistance for Permittees to submit notice of non-compliance and updated plan.
C.17.a.ii.(1)	Reporting on Discharges Associated with Unsheltered Homeless Populations: Mapping	\$5,000	\$10,000	9/30/2024	Revised maps are required to be submitted with the 2025 Annual Report.
C.17.a.i.(2)	Reporting on Discharges Associated with Unsheltered Homeless Populations: BMP Report	\$5,000	\$0	n/a	Completed in FY 22/23
C.17.a.ii.(3)	Reporting on Discharges Associated with Unsheltered Homeless Populations: Implementation Plan	\$0	\$0	9/30/2025	New in MRP 3.0. Report on the implementation of management practices and other control measures (as described in C.17.a.ii.(3)) to address discharges associated with unsheltered homelessness. Support gathering Countywide data for Permittee Reporting.
Subtotal Training requirements (C.2/C.4 / C.5)		\$3,193	\$0		

FY 2024/25 Municipal Operations Committee Budget (Draft #1)

Subtotal Pesticide Toxicity Control (C. 9)	\$85,963	\$88,788		
Subtotal Trash Reduction (C. 10)	\$10,000	\$25,000		
Subtotal Unsheltered Homeless Provision (C.17)	\$10,000	\$10,000		
Total Committee Budget	\$109,156	\$123,788		

*FY 24/25 Includes 3% Inflationary Increase For Technical Contracts

FY 2024/25 Public Information and Participation Committee Budget (Draft #1)

Permit Provision	Task Description	Adjusted FY 23/24 Budget	Proposed FY 24/25 Budget*	Due Date	Revision Notes
C.7	SGA Project Management and Ongoing Support to PIP Committee	\$50,000	\$51,500	6/30/2025	A 3% increase to the overall line item has been added to account for the COL living increase that is added to billing rates every year.
C.7	Contingency for additional program outreach	\$5,000	\$5,000	Ongoing	
C.7.a	Outreach Campaign Effectiveness Evaluation	\$0	\$0	N/A	
C.7.b	Stormwater Pollution Prevention Education through Website Hosting and Maintenance	\$15,000	\$1,600	Ongoing	
C.7.b	Stormwater Pollution Prevention Education through Website Improvements	\$50,000	\$15,000	N/A	
C.7.c	Public Outreach and Citizen Involvement Events	\$17,000	\$17,500	6/30/2025	
C.7.d	Watershed Stewardship	\$6,000	\$6,000	6/30/2025	Annual Sponsorship
C.7.a, C.7.c, C.7.d and C.9.e	Outreach Campaigns, Stormwater Pollution Prevention Education, and Public Outreach and Citizen Involvement Events	\$70,000	\$72,100	6/30/2025	A 3% increase to the overall line item has been added to account for the COL living increase that is added to billing rates every year.
C.7.a, C.7.c, C.7.d and C.9.e	Streets to Creeks Partner Program	\$0	\$0		Possibility to postpone partnership - need to discuss with PIP Committee
C.7.e	School-Age Children Outreach	\$20,000	\$20,600	6/30/2025	A 3% increase to the overall line item has been added to account for the COL living increase that is added to billing rates every year.
C.7.e	School-Age Children Outreach - Mr. Funnelhead Contest Prizes	\$2,100	\$2,100	6/30/2025	
C.15.b.iii	Emergency Discharges of Firefighting Water and Foam - Coordination and Reporting	\$15,000	\$15,000	6/30/2025	Approved amount in BAMSC Project Profile
C.20	Cost Reporting Framework and Methodology	\$5,000	\$5,000		Small amount of budget recommended for developing comments and responding to drafts of the State Water Board Cost Reporting Policy to align with the Bay Area Cost Reporting Framework and Methodology
C.20	Cost Reporting Training and Reporting Guidance	\$25,000	\$10,000	9/30/2025	Budget amount recommended for developing program cost reporting annual report sections and on-call permittee assistance
Total Committee Budget		\$280,100	\$219,800		
	Provision C.7	\$235,100	\$189,800		see Ad-Hoc worksheet for C.20
	Provision C.15	\$15,000	\$15,000		
	Provision C.20	\$30,000	\$15,000		

*FY 24/25 Includes 3% Inflationary Increase for COL increase that is added to billing rates every year

FY 2024/25 New Development Committee Budget (Draft #1)

Permit Provision	Project Description and Priority	Adjusted FY 23/24 Budget	Proposed FY 24/25 Budget	Due Date	Comments
C.3.a.(5)	Updates to <i>Stormwater C.3 Guidebook</i>	\$58,500	\$15,000		H&A - Potentially edits/additions to GI design chapter and roadway reconstruction guidance and Special Project Category C mock exercise in FY 24/25.
C.3.e	Alternative Compliance Program Implementation	\$0	\$0		LWA/Geosyntec - Budget covers efforts not paid by WQIF Grant. Refer to General Services Consultant budget
C.3.g	Using the Bay Area Hydrology Model (BAHM) to meet the Hydromodification Management Standard	\$51,500	\$20,000		H&A - Potentially additional education on BAHM and as-needed related technical support for Permittees (using BAHM and the new Guidebook) in FY 24/25 (H&A/Lotus Water and Tony Dubin).
C.3.g	Hydromodification Management Maps (H&A/Lotus Water)	\$10,000	\$5,000		H&A -Budget in FY 24/25 is for response to any Water Board comments.
C.3.a.(4), (5)and C.3.j.ii.g	Annual C.3 Training/Workshop	\$12,360	\$25,000	May/June 2024	H&A - Assumes in person/hybrid starting FY 24/25. Also assumes expanded 4 hour training, now including intro to BAHM as well as Road Reconstruction and Special Projects Cat C examples starting FY 23/24 (would require additional budget to do so).
(MRP2) C.3.j.i.2.e and f; and (MRP 3.) C.3.i.iii., C.3.j.ii.g	Green Infrastructure Design Guidelines	\$32,000	\$20,000		H&A - Potentially additional edits to the design details set and more detailed guidance on road reconstruction requirements.
C.6.f.ii.	Construction and Site Controls Workshop	\$6,000	\$0		H&A - CCCWP C.6 Construction Inspection training takes place every other year.
C.21	Asset Management Planning	\$20,000	\$0		Refer to Asset Management Ad-Hoc Budget
C.3, C.6 and C.21	General Technical Services for New Development and Redevelopment and Construction Site Control, and Asset Management	\$100,000	\$103,000		H&A - Permit amendment/reissuance and C.3.j implementation support have been broken out as separate tasks, but could also be kept as part of this task.
C.3	Permit Amendment/Reissuance Assistance		\$0		H&A - Previously (FY 23/24 and prior) this item was covered in General Technical Services task 10.9 .

FY 2024/25 New Development Committee Budget (Draft #1)

Permit Provision	Project Description and Priority	Adjusted FY 23/24 Budget	Proposed FY 24/25 Budget	Due Date	Comments
C.3.j	GI Retrofit (C.3.j) Implementation		\$15,000		H&A - Previously (FY 23/24 and prior) this item was partially (just the forums) covered in General Technical Services task (10.9). This item could include future project verification memos, C.3.j meetings/forums to aid in implementation planning, as-needed assistance with questions that arise and tracking and reporting.
	Update CCCWP Website (Dev Committee Pages) (SGA)		\$5,000		
Total Committee Budget		\$290,360	\$208,000		
<i>C.3 New Development and Redevelopment</i>		<i>\$164,360</i>	<i>\$90,000</i>		
<i>C.6.f.ii. Workshop</i>		<i>\$6,000</i>	<i>\$0</i>		
<i>C.21 Asset Management Planning</i>		<i>\$20,000</i>	<i>\$0</i>		
<i>General Technical Services for C.3, C.6, C.21</i>		<i>\$100,000</i>	<i>\$103,000</i>		See Ad-Hoc Work Group Spreadsheet for C.21

*FY 24/25 includes 3% Inflationary Increase for New Contracts

FY 2024/25 Monitoring Committee Budget (Draft #1)

Category	Description	Preliminary Draft Budget	Jan2024 Revision	FY24-25 Notes (green shading means KEI to verify and revise)
	Regional Projects/Regional Cooperation	\$238,749		
	BAMSC + RMP	\$30,900		Annual. Mon Com portion is \$15,000/yr for Regional Workgroup Participation in RMP/STLS/SPLWG, ECWG, BASMC MPC, ALSO RMP PCBs
	SFEI - RMP	\$186,200		Annual. Participation in the RMP, adjusted annually based on population. It was \$180,802 for RMP year 2023. Assumes 3% increase annually.
	SFEI - CECs	\$21,649		Annual. This is a fixed cost at \$100,000 among four Programs, so no need to escalate at 3%
	Water Quality Monitoring (C.8)	\$600,500		
All	General Technical Services Support (LWA/GC)	\$25,000		Monthly coordination calls and CCCWP fair-share regional technical analyses.
LID	LID Monitoring Plan (LWA/GC)(KEI)	\$5,000	\$15,000	Annual. Cost for revising the Plan, as-needed. Assume revised Plan submitted in FY24/25.
LID	LID Monitoring TAG (LWA/GC)(KEI)	\$10,000		Annual. Cost of attending internal regional planning and external TAG meetings; honorarium for 1 TAG member
LID	LID Monitoring (KEI)	\$160,000		Annual. Estimated cost for collecting 6 events/year (25 events for the permit term)
LID	LID Monitoring Equipment (KEI)	\$80,000		Annual. Assume a second location is added in FY24/25, equipment maintenance.
Trash	Trash Monitoring Plan (LWA/GC)(KEI)	\$5,000		Annual. Cost for revising the Plan, as-needed. Assume decreased cost after FY23-24
Trash	Trash Monitoring TAG (LWA/GC)(KEI)	\$8,500		Annual. Cost of attending internal regional planning and external TAG meetings
Trash	Trash (Outfall) Monitoring (KEI)	\$52,000		Annual. Monitoring costs for 3 events per year at two locations. Assumes some costs incurred by the County/Walnut Creek.
Trash	Trash Monitoring Equipment (KEI)	\$5,000		Annual. Assume equipment maintenance after FY23/24
Trash	Trash Receiving Water Monitoring Plan and Coordination (LWA/GC)(KEI)	\$10,000		Annual. Coordination with Grant Manager on planning and field monitoring tasks; review of Trash Monitoring Plan and QAPP Addendum.
POCs	Pollutants of Concern Monitoring Planning (LWA/GC)	\$10,000		Annual. Technical support for POCs monitoring planning
POCs	Pollutants of Concern Monitoring (KEI)	\$25,000		Annual. Assume 8/year for PCBs and Hg, excludes C.12.b source properties
P&T	Pesticides and Toxicity Monitoring (KEI)	\$30,000		Annual. Average annual budget of \$30k for dry season monitoring.
UCMR	Urban Creeks Monitoring Report (LWA/GC) (KEI)	\$105,000		Annual. LID, Trash, POCs, P&T, and East County monitoring results + plans. Based on FY22/23 spending and includes technical support from LWA/GC. IMR in FY25/26
POCs	Creek Status Monitoring Follow-Up (KEI)	\$0		Completed. FY22/23 only
POCs RWL	POC Receiving Water Monitoring Support (LWA/GC)	\$5,000		Ongoing technical support for POCs RWL. Revised Plan due March 31, 2024 and Updated Plan due March 31, 2026
POCs RWL	POC Receiving Water Monitoring (KEI)	\$30,000		Anticipated monitoring in WY2024 and WY2025.
Bioassessment	Bioassessment Final Report (KEI)	\$0		Will be completed in March 2024.

FY 2024/25 Monitoring Committee Budget (Draft #1)

Category	Description	Preliminary Draft Budget	Jan2024 Revision	FY24-25 Notes (green shading means KEI to verify and revise)
All	Monitoring Management Support (KEI)	\$25,000		Annual. KEI Respond to Permittees' inquires such as Flood Control's request to remove monitoring infrastructure from Marsh Creek. Increased administrative effort related to
All	All Monitoring Contingency (KEI)	\$10,000		Annual. To cover unanticipated monitoring costs for KEI
	Pesticide Controls (C.9)	\$25,000		
C.9.g	Control Measure Effectiveness Report for Pesticides Toxicity (KEI)(LWA/GC)	\$25,000		For the 2025 Annual Report. Evaluate effectiveness of pesticide control measures, attainment of pesticide concentration and toxicity targets, and identify additions and/or
	PCBs & Mercury Controls (C.12) (C.11)	\$391,500		
All	General Technical Services Support (LWA/GC)	\$25,000		Monthly coordination calls and CCCWP fair-share regional technical analyses.
C.12.c	Old Industrial Area Control Measure Support (LWA/GC)	\$5,000		Annual. Cost for Plan implementation support, as-needed.
C.12.c	Legacy Pollutant Treatment Project (TBD)	\$200,000		Annual. Treatment project or program implementation funding
All	Annual Progress Report on Controlling PCBs (LWA/GC)	\$30,000	\$33,000	Annual. POCs Control Measure Update and PCBs in Building Demo Status Summary . Report on total mass reduced over permit term for 9/30/2026 (\$50,000)
C.12.b	Source Property Investigation Planning (LWA/GC)	\$15,000		Annual. Technical Support for Source Property Investigation planning
C.12.b	Source Property Investigation Monitoring (KEI)	\$80,000		Annual. Based on FY23/24 expenditure for 83 acres and need to investigate an average of 300 acres/year.
C.12.d	Implement Caltrans Bridge/Overpass Specification and report loads reduced (LWA/GC)	\$5,000		Spec potentially available in F23-24. Implementation is 6 months after availability of specification.
C.12.e	PCBs in Electrical Utilities (LWA/GC)	\$5,000		Annual. Implementation support.
C.12.g	Guidance for MRP 3.0 Building Demolition Requirements (LWA/GC)	\$5,000		FY22/23 develop guidance, FY23-24 for implementation support only.
Fish Risk	Provide Fish Risk Flyers/Signs (KEI)	\$5,500		Annual. Provide fish risk flyers and signs
Fish Risk	Distribute Fish Risk Flyers (KEI)	\$11,000		Annual. Distribute fish risk flyers and signs
Fish Risk	Annual Fish Risk Status Report (KEI)	\$5,000		Annual. Status report of the risk reduction program.
	East Contra Costa County Projects (C.19)	\$75,000		
All	C.19 Monitoring Technical Assistance (LWA/GC)	\$10,000		Annual. Technical assistance for Permittee and monitoring consultant technical support on C.19. CCCWP Staff support.
MeHg	Methylmercury Monitoring for Delta TMDL (KEI)	\$25,000		Annual. Minimum 50 samples over permit term for SSC, total mercury, methylmercury.
BOD	Marsh Creek Dissolved Oxygen (BOD) Monitoring (LWA/GC)	\$5,000		For ongoing technical support.
MeHg	Annual Mercury Monitoring Plan (KEI)	\$10,000		Annual. Will be submitted with the UCMR.
MeHg	Annual Mercury Monitoring Report (KEI)	\$0	\$10,000	Annual. Will be submitted with the Program's Annual Report.

FY 2024/25 Monitoring Committee Budget (Draft #1)

Category	Description	Preliminary Draft Budget	Jan2024 Revision	FY24-25 Notes (green shading means KEI to verify and revise)
Pyrethroid	Pyrethroid Control Program Baseline Monitoring Report (LWA/GC)	\$0		FY22/23 only.
Pyrethroid	Pyrethroid Control Program Annual Report Update (KEI)	\$10,000		Annual starting in 2024. Report on management practices and evaluation concentrations wrt the pyrethroid triggers (set up template in FY23/24)
Pyrethroid	Pyrethroid Control Program UCMR (KEI)	\$10,000		Trends Report. Will be submitted with the UCMR.
MeHg	East County TMDL Control Measure Plan (LWA/GC)	\$5,000		Submitted November 2022. Awaiting response from Region 5.
Total Monitoring Committee Budget		\$1,330,749	\$1,353,749	

**CONTRA COSTA CLEAN WATER PROGRAM
GROUP COSTS METHODOLOGY & ALLOCATION
FOR FISCAL YEAR 2024/25**

City/County/State	January 1, 2022	January 1, 2023 ⁽¹⁾	Percent Change	Prorata % of Program ⁽²⁾	SUA Budget ⁽³⁾ Allocation
CONTRA COSTA COUNTY	1,151,798	1,147,653	-0.36%		\$ 4,000,000
ANTIOCH	114,362	115,442	0.94%	10.06%	\$ 402,359
BRENTWOOD	64,219	64,513	0.46%	5.62%	\$ 224,852
CLAYTON	10,782	10,666	-1.08%	0.93%	\$ 37,175
CONCORD	123,102	122,074	-0.84%	10.64%	\$ 425,474
DANVILLE	43,166	42,823	-0.79%	3.73%	\$ 149,254
EL CERRITO	25,710	25,484	-0.88%	2.22%	\$ 88,821
HERCULES	25,944	26,297	1.36%	2.29%	\$ 91,655
LAFAYETTE	25,119	25,004	-0.46%	2.18%	\$ 87,148
MARTINEZ	36,790	36,543	-0.67%	3.18%	\$ 127,366
MORAGA	17,055	16,893	-0.95%	1.47%	\$ 58,878
OAKLEY	44,257	44,995	1.67%	3.92%	\$ 156,824
ORINDA	19,326	19,225	-0.52%	1.68%	\$ 67,006
PINOLE	18,442	18,244	-1.07%	1.59%	\$ 63,587
PITTSBURG	74,688	74,809	0.16%	6.52%	\$ 260,737
PLEASANT HILL	33,697	33,397	-0.89%	2.91%	\$ 116,401
RICHMOND	114,521	113,518	-0.88%	9.89%	\$ 395,653
SAN PABLO	31,625	31,301	-1.02%	2.73%	\$ 109,096
SAN RAMON	83,587	82,870	-0.86%	7.22%	\$ 288,833
WALNUT CREEK	69,603	69,245	-0.51%	6.03%	\$ 241,345
UNINCORP. COUNTY	175,803	174,310	-0.85%	15.19%	\$ 607,536
				100.00%	\$ 4,000,000

1. Population estimate based on State of California Department of Finance (E-1) City/County projections- January 1, 2024.

Figures are updated in May of each year.

2. Percentages based on prorata of population.

3. SUA funds allocated for budget purposes, which by policy is set at \$4M.

**FY 2024/25 Contra Costa Clean Water Program
Group Activities Budget
History Overview and Forecast**

Description/Expenditure	Adopted FY 15/16	Adopted FY 16/17	Adopted FY 17/18	Adopted FY 18/19	FY 19/20 ¹ Description/Expenditure	Adopted FY 19/20	Adopted FY 20/21	FY 21/22 ² Description/Expenditure	Adopted FY 21/22	FY 22/23 Description/Expenditure	Adopted FY 22/23	FY 23/24 Description/Expenditure	Adjusted FY 23/24	FY 24/25 Description/Expenditure	Proposed FY 24/25
Administrative / Personnel	\$ 1,097,886	\$ 1,119,679	\$ 1,270,531	\$ 1,690,314	Administrative / Personnel	\$ 1,441,591	\$ 2,337,856	Administrative/Personnel	\$ 2,140,337	Administrative/Personnel	\$ 2,064,798	Administrative/Personnel	\$ 2,317,878	Administrative/Personnel	\$ 2,482,432
General Services / Supplies	\$ 7,750	\$ 7,750	\$ 6,250	\$ 6,600	General Supplies / Equipment	\$ 6,600	\$ 7,435	General Supplies & Equipment	\$ 7,788	General Supplies & Equipment	\$ 7,788	General Supplies & Equipment	\$ 4,817	General Supplies & Equipment	\$ 7,846
Association / Membership Fees	\$ 75,340	\$ 64,370	\$ 66,085	\$ 67,150	Association / Membership / License	\$ 79,101	\$ 81,174	Association/Memberships/License Fees	\$ 72,720	Association/Memberships/License Fees	\$ 33,554	Association/Memberships/License Fees	\$ 35,261	Association/Memberships/License Fees	\$ 36,288
Legal Support Services	\$ 301,964	\$ 105,000	\$ 22,000	\$ 16,000	Legal Support Services	\$ 40,000	\$ 60,000	Legal Services	\$ 50,000	Legal Services	\$ 95,000	Legal Services	\$ 61,800	Legal Services	\$ 76,509
NEW					Regional Projects	\$ 278,588	\$ 193,646	Regional Projects	\$ 178,855	Regional Projects	\$ 230,000	Regional Projects	\$ 237,949	Regional Projects	\$ 254,225
General Technical Support	\$ 265,000	\$ 415,038	\$ 610,000	\$ 460,000	Technical Services	\$ 1,363,542	\$ 497,100	Technical Services	\$ 773,300	General Consultant Services/Projects	\$ 342,000	General Consultant Services/Projects	\$ 592,910	General Consultant Services/Projects	\$ 564,757
Municipal Operations	\$ 5,000	\$ -	\$ 1,500	\$ 2,500	Municipal Operations	\$ 3,000	\$ 3,000	Municipal Operations (C.2)	\$ 3,000	Municipal Operations (C.2)	\$ 3,100	Municipal Operations (C.2)	\$ -	Municipal Operations (C.2)	\$ -
New Development / Redevelopment	\$ 198,000	\$ 571,500	\$ 431,500	\$ 471,554	New Development / Redevelopment	\$ 63,000	\$ 113,000	New Development/Redevelopment (C.3)	\$ 178,000	New Development/Redevelopment (C.3)	\$ 436,000	New Development/Redevelopment (C.3)	\$ 264,360	New Development/Redevelopment (C.3)	\$ 208,000
Industrial / Commercial Controls	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	Industrial / Commercial Controls	\$ 4,000	\$ 3,000	Industrial/Commercial Controls (C.4)	\$ 3,000	Industrial/Commercial Controls (C.4)	\$ 3,100	Industrial/Commercial Controls (C.4)	\$ 3,193	Industrial/Commercial Controls (C.4)	\$ -
Illicit Discharge Detection & Elimination	\$ 2,500	\$ 10,000	\$ -	\$ 10,000	Illicit Discharge Detection & Elimination	\$ -	\$ -	Illicit Discharge/Detection and Elimination	\$ -	Illicit Discharge/Detection and Elimination	\$ -	Illicit Discharge/Detection and Elimination	\$ -	Illicit Discharge/Detection and Elimination	\$ -
Construction Site Controls	\$ 5,000	\$ -	\$ -	\$ -	Construction Controls	\$ -	\$ -	Construction Controls (C.6)	\$ 7,000	Construction Controls (C.6)	\$ -	Construction Controls (C.6)	\$ 6,000	Construction Controls (C.6)	\$ -
Public Information / Participation	\$ 246,318	\$ 249,583	\$ 235,595	\$ 202,922	Public Information / Participation	\$ 44,000	\$ 64,600	Public Information/Participation (C.7)	\$ 44,000	Public Information/Participation (C.7)	\$ 159,300	Public Information/Participation (C.7)	\$ 232,100	Public Information/Participation (C.7)	\$ 191,400
Water Quality Monitoring	\$ 781,445	\$ 758,640	\$ 668,544	\$ 757,232	Water Quality Monitoring	\$ 567,000	\$ 502,815	Water Quality Monitoring (C.8)	\$ 561,674	Water Quality Monitoring (C.8)	\$ 605,000	Water Quality Monitoring (C.8)	\$ 668,000	Water Quality Monitoring (C.8)	\$ 610,500
Pesticide Toxicity Control	\$ 69,500	\$ 88,500	\$ 73,859	\$ 84,590	Pesticide Toxicity Control	\$ 61,270	\$ 66,100	Pesticide Toxicity Control (C.9)	\$ 67,993	Pesticide Toxicity Control (C.9)	\$ 81,023	Pesticide Toxicity Control (C.9)	\$ 85,963	Pesticide Toxicity Control (C.9)	\$ 113,788
Trash Reduction	\$ 40,000	\$ 40,000	\$ 175,000	\$ 165,000	Trash Reduction	\$ 140,000	\$ -	Trash Load Reduction (C.10)	\$ -	Trash Load Reduction (C.10)	\$ 60,000	Trash Load Reduction (C.10)	\$ 10,000	Trash Load Reduction (C.10)	\$ 25,000
Hg / MeHg / PCBs Controls	\$ 313,000	\$ 144,000	\$ 425,756	\$ 266,218	Mercury Controls	\$ -	\$ -	Mercury Controls (C.11)	\$ -	Mercury Controls (C.11)	\$ -	Mercury Controls (C.11)	\$ -	Mercury Controls (C.11)	\$ -
Copper Controls	\$ -	\$ -	\$ -	\$ -	PCBs Controls	\$ -	\$ -	PCBs Controls (C.12)	\$ -	PCBs Controls (C.12)	\$ 460,914	PCBs Controls (C.12)	\$ 191,500	PCBs Controls (C.12)	\$ 394,500
					Managing PCBs During Building Demolition	\$ -	\$ 20,000	Managing PCBs during Bldg Demo - Data Collection	\$ -	Exempted and Conditionally Exempted Discharges (C.15)	\$ 15,000	Exempted and Conditionally Exempted Discharges (C.15)	\$ 15,000	Exempted and Conditionally Exempted Discharges (C.15)	\$ 15,000
					GIS Platform Modification	\$ -	\$ 50,000	GIS Modification Needs Assessment	\$ 50,000	Unsheltered Homeless Discharges (C.17)	\$ 55,000	Unsheltered Homeless Discharges (C.17)	\$ 15,000	Unsheltered Homeless Discharges (C.17)	\$ 10,000
										East Contra Costa County Projects (C.19)	\$ 105,000	East Contra Costa County Projects (C.19)	\$ 48,500	East Contra Costa County Projects (C.19)	\$ 85,000
										Cost Reporting (C.20)	\$ 20,000	Cost Reporting (C.20)	\$ 30,000	Cost Reporting (C.20)	\$ 15,000
										Asset Management (C.21)	\$ 30,000	Asset Management (C.21)	\$ 20,000	Asset Management (C.21)	\$ 31,827
										Annual Report (C.22)	\$ 43,100	Annual Report (C.22)	\$ 43,100	Annual Report (C.22)	\$ 44,400
Group Program Budget Sub Total	\$ 3,412,703	\$ 3,578,060	\$ 4,202,175	\$ 4,204,080	Group Program Budget Sub Total	\$ 4,091,692	\$ 3,999,726	Group Program Budget Sub Total	\$ 4,137,667	GROUP PROGRAM BUDGET SUBTOTAL	\$ 4,806,577	GROUP PROGRAM BUDGET SUBTOTAL	\$ 4,883,331	GROUP PROGRAM BUDGET SUBTOTAL	\$ 5,166,473
Contingency (2%)	\$ 68,254	\$ 71,561	\$ 79,812	\$ 84,082	Contingency (2%)	\$ 71,063	\$ 79,995	Contingency (2%)	\$ 82,753	2% CONTINGENCY	\$ 96,132	2% CONTINGENCY	\$ 97,667	2% CONTINGENCY	\$ 103,329
Group Activities Budget Total	\$ 3,480,957	\$ 3,649,621	\$ 4,281,987	\$ 4,288,161	Group Activities Budget Total	\$ 4,162,755	\$ 4,079,720	Group Activities Budget Total	\$ 4,220,421	TOTAL GROUP ACTIVITIES BUDGET	\$ 4,902,708	TOTAL GROUP ACTIVITIES BUDGET	\$ 4,980,997	TOTAL GROUP ACTIVITIES BUDGET	\$ 5,269,803
Minus Reserves	\$ (901,585)	\$ (1,024,105)	\$ (1,229,055)	\$ (1,228,468)	Contingency Expense	\$ (71,063)	\$ -	Contingency Expense	\$ -	CONTINGENCY EXPENSE	\$ -	CONTINGENCY EXPENSE	\$ -	CONTINGENCY EXPENSE	\$ 0
NET GROUP ACTIVITIES BUDGET TOTAL	\$ 2,579,372	\$ 2,625,516	\$ 3,052,932	\$ 3,059,693	Salary Credit	\$ (71,497)	\$ (93,372)	Salary Credit (12 months)	\$ (107,782)	SALARY CREDIT (6 months)	\$ -	SALARY CREDIT (6 months)	\$ (321,852)	SALARY CREDIT (12 months)	\$ (353,817)
					Salary Savings (other)	\$ (1,744)	\$ -	Salary Savings (other)	\$ -	SALARY SAVINGS (Other)	\$ (266,763)	SALARY SAVINGS (Other)	\$ (266,763)	SALARY SAVINGS (Other)	\$ 0
					Salary Savings (WMPS)	\$ (342,942)	\$ (486,378)	Salary Savings (WMPS)	\$ (406,802)	SALARY SAVINGS (WMPS)	\$ (213,058)	SALARY SAVINGS (WMPS)	\$ (213,058)	SALARY SAVINGS (WMPS)	\$ 0
					Subtotal	\$ (487,246)	\$ (579,750)	Subtotal	\$ (514,584)	SUBTOTAL	\$ (479,821)	SUBTOTAL	\$ (801,673)	SUBTOTAL	\$ (353,817)
					Net Subtotal Group Program Budget	\$ 3,675,509	\$ 3,499,970	Net Subtotal Group Program Budget	\$ 3,705,837	NET SUBTOTAL GROUP PROGRAM BUDGET	\$ 4,422,887	NET SUBTOTAL GROUP PROGRAM BUDGET	\$ 4,179,324	NET SUBTOTAL GROUP PROGRAM BUDGET	\$ 4,915,986
					SUA Funding Cap	\$ 3,500,000	\$ 3,500,000	SUA Funding Cap	\$ 3,500,000	SUA FUNDING CAP	\$ 3,500,000	SUA FUNDING CAP	\$ 3,500,000	SUA FUNDING CAP	\$ (4,000,000)
					Reserves Expense	\$ (176,296)	\$ -	Reserves Expense	\$ (205,837)	NET TOTAL GROUP PROGRAM BUDGET	\$ 4,422,887	NET TOTAL GROUP PROGRAM BUDGET	\$ 4,179,324	NET TOTAL GROUP PROGRAM BUDGET	\$ 4,915,986
					NET TOTAL GROUP PROGRAM BUDGET	\$ 3,499,213	\$ 3,499,970	NET TOTAL GROUP PROGRAM BUDGET	\$ 3,500,000	SUA FUNDING GAP	\$ (922,887)	SUA FUNDING GAP	\$ (679,324)	SUA FUNDING GAP	\$ 915,986
					Total FY Spending	\$ 3,183,222	\$ 2,388,697	Total FY Spending	\$ 2,461,680	Total FY Spending	\$ 3,080,076	Total FY Spending	\$ -	Total FY Spending	\$ -

¹New budget structure adopted beginning FY 19/20
²FY 21/22 new method of budgeting overhead adopted using a flat amount for division overhead